

# **Lethbridge School Division**

## **Year End Report**

August 31st

# **2024**

This document is Management's Discussion and Analysis of the Audited Financial Statements for the year ended August 31, 2024. *This report should be read in conjunction with the Audited Financial Statements and the financial information contained herein has not been audited.*

## **Report to the Board of Trustees**

November 26, 2024



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**Lethbridge School Division**  
*Management Discussion and Analysis Report*  
**September 1, 2023 to August 31st, 2024**

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## **Lethbridge School Division**

### Management Discussion and Analysis Report Year End Report

### **Executive Summary**

**Lethbridge School Division** has a total operating budget of \$143.80 million (including use of reserves) and provides public education services to the citizens of the City of Lethbridge, Alberta, Canada.

The School Division was established in 1886 and has proudly served our community for over 135 years. **Lethbridge School Division** serves over 12,229 students from early education (pre-school) to grade twelve. The Division provides high quality learning experiences for students through a broad range of educational programs in twenty-four (24) schools and four (4) institutional programs.

The Division has experienced continued growth in enrolment in 2023-2024 of 272 students (2.28%) over the 2022-2023 enrolment and is continuing to grow into 2024-2025.

**Lethbridge School Division** believes in fiscal accountability and transparency through regular financial monitoring and reporting. Under *Policy 801.1 System Budgeting*, the Board directs that the expenditure of funds be within the guidelines established and be the responsibility of the designated Division or school-based administrator. The executive summary presents highlights of the School Division's financial operations for the period September 1, 2023 until August 31st, 2024 to provide fiscal accountability within the established guidelines.



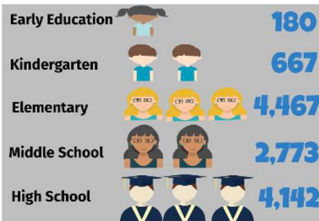
**Lakeview Elementary School**  
**Fun in the Sun Day**

## 2023-2024 Year in Review

**12,229 STUDENTS**

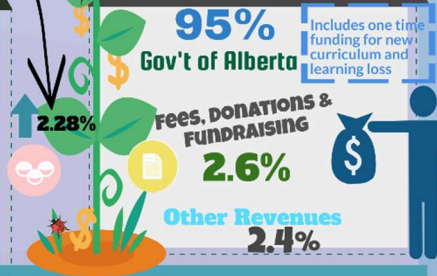
**\$142.70 MILLION**

### Enrollment



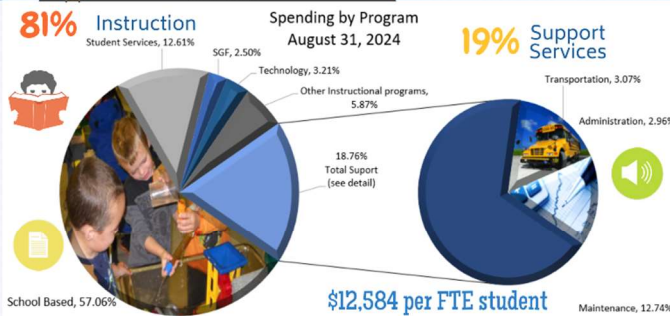
Funded on Weighted Moving Average (WMA) for 11,805.5 FTE Students (EPP & KG at 0.5 FTE)

### Funding



### Costs of Educating our Students

**\$144.02 MILLION**



### Staffing



**\$113.63 Million**

Teachers 656 FTE  
Support Staff 453 FTE

### Transporting Students

**\$4.45 MILLION**

New transportation funding model in 23/24

**\$16.52 Million**  
Spent on Capital Projects

Technology evergreening, Capital Maintenance Renewal (CMR), modular classrooms, and building of new west side school (through Alberta Infrastructure)

### Operating Deficit (\$1,319,370)

Planned use of savings

### Accumulated Surplus From Operations

**\$6.61 Million**  
(Including SGF reserves)



Unrestricted (7.13%) Restricted Instruction (79.03%)  
Restricted POSM (4.16%) Restricted Administration (5.53%)  
Restricted Transportation (1.35%)  
Restricted External Services (2.8%)

**Adjusted ASO Ratio of 2.45%**

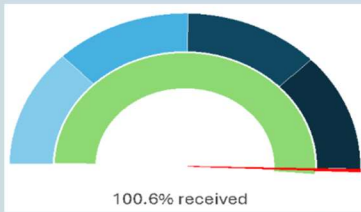
Accumulated Surplus from Operations (less SGF) compared to total expenses



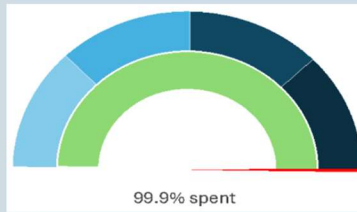
- The last several years, the Division has done strategic planning for the use of reserves to ensure the cap implemented by Alberta Education of 3.20% was met by August 31, 2024.
- Reserves were used in 2023-2024 throughout instruction (early learning, inclusive education and school based budgets) to maintain programming to compensate for the shortfalls in the weighted moving average (WMA) funding model.







**Total Revenues**



**Total Expenditures**

## Overview:

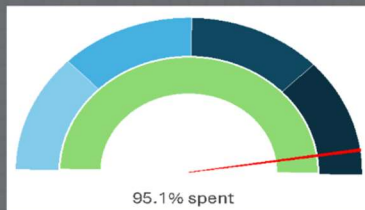
The following is an overview of the quarterly reporting on the operations of Lethbridge School Division. This report is for the year ending August 31, 2024

The graphs/charts compare the year-to-date amounts to the budget for the period. The budget included in this report is the Division's 2023/2024 operating budget (updated fall budget - may differ from legally adopted budget as included in the financial statements).

The blue half-circle represents the total budget for the year (divided into four quarters). The green section below represents the projected forecast of the budget. The red line indicates the total year-to-date amount recorded.

## DEPARTMENTS

### Instruction - Pre-K



Budget: \$ 2,804,277  
Year-to-date: \$ 2,667,219 (95.1%)



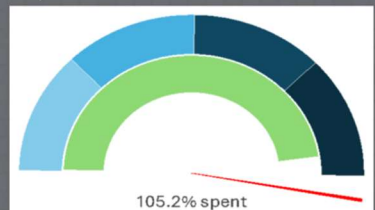
### Instruction - ECS to Grade 12



Budget: \$ 114,808,602  
Year-to-date: \$ 113,822,591 (99.1%)



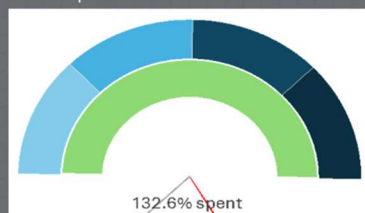
### Operation & Maintenance



Budget: \$ 17,973,045  
Year-to-date: \$ 18,344,007 (105.2%)



### Transportation



Budget: \$ 3,332,560  
Year-to-date: \$ 4,418,346 (132.6%)



### System Administration



Budget: \$ 4,298,885  
Year-to-date: \$ 4,256,162 (99.0%)



### External Services (International Program)

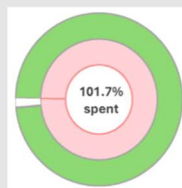


Budget: \$ 500,000  
Year-to-date: \$ 512,695 (102.5%)



## Salaries, Benefits & Professional Development

For all the Departments

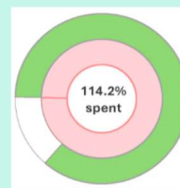


Budget: \$ 111,768,381  
Year-to-date: \$ 113,625,143 (101.7%)



## Contracted Services

Audit/legal, Consulting, Utilities, Transportation, Maintenance, Safety/Wellness

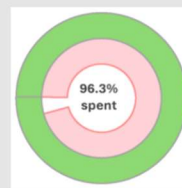


Budget: \$ 8,640,319  
Year-to-date: \$ 9,871,021 (114.2%)



## Other Services

Insurance, International Programs, Memberships, Printing/Rentals, Advertising

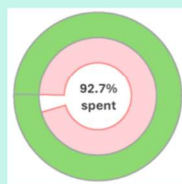


Budget: \$ 3,052,682  
Year-to-date: \$ 2,940,048 (96.3%)



## Supplies

General supplies, Technology, Maintenance, Small Equipment

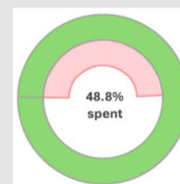


Budget: \$ 5,179,010  
Year-to-date: \$ 4,802,033 (92.7%)



## Other Expenditures

Contingency, Travel, Car Allowances, Renovations

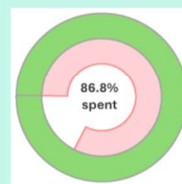


Budget: \$ 1,011,364  
Year-to-date: \$ 494,518 (48.8%)



## Transfers, SGF, & Capital/IMR

Bank Charges, SGF Expenses, Amortization, IMR expenditures, Modular/Capital



Budget: \$ 14,149,943  
Year-to-date: \$ 12,288,257 (86.8%)



## TYPES OF EXPENSES

### **Operations Overview**

As shown in the Finance at a Glance report, [Lethbridge School Division](#) is overall operating financially as anticipated based on the approved budget.



As shown in this report, each department is either under budget at year-end, or over budget but the deficit is being covered by additional revenues received in the year, or by reserves. Additional information for each department's budget is within this report.

The Finance at a Glance report also breaks down expenses by type. Each type of expense is discussed below:

- **Salaries, Benefits & Professional Development** costs at year-end were 101.7% of budget. Substitute costs exceeded budgeted amounts. This is being offset in the budget by enrolment growth funding and surpluses in other areas.
- **Contracted Services** costs at year-end were 114.2% of budget. This is mostly due to an increase in transportation costs over budget. This will be covered by the increase in the transportation grant that was received during the year.
- **Other Services** costs at year-end were 96.3% of budget. Increases in the international program (covered by increased revenues) and printing were offset by savings in insurance, and memberships to be under budget at year-end.
- **Supplies** costs at year-end were 92.7% of budget. This is due to general supplies being under budget (less spending occurred during the year than was anticipated).
- **Other Expenditures** costs at year-end were 48.8% of budget. This is due to a large portion is for the contingency accounts. These contingency accounts are typically only used if unexpected expenditures are incurred. Otherwise, any unspent contingency funds are carried forward to the following budget year.
- **Transfers, SGF & Capital** costs at year-end were 86.8% of budget. This is mostly due to savings within the school generated funds account (all expenses were budgeted for during the year).

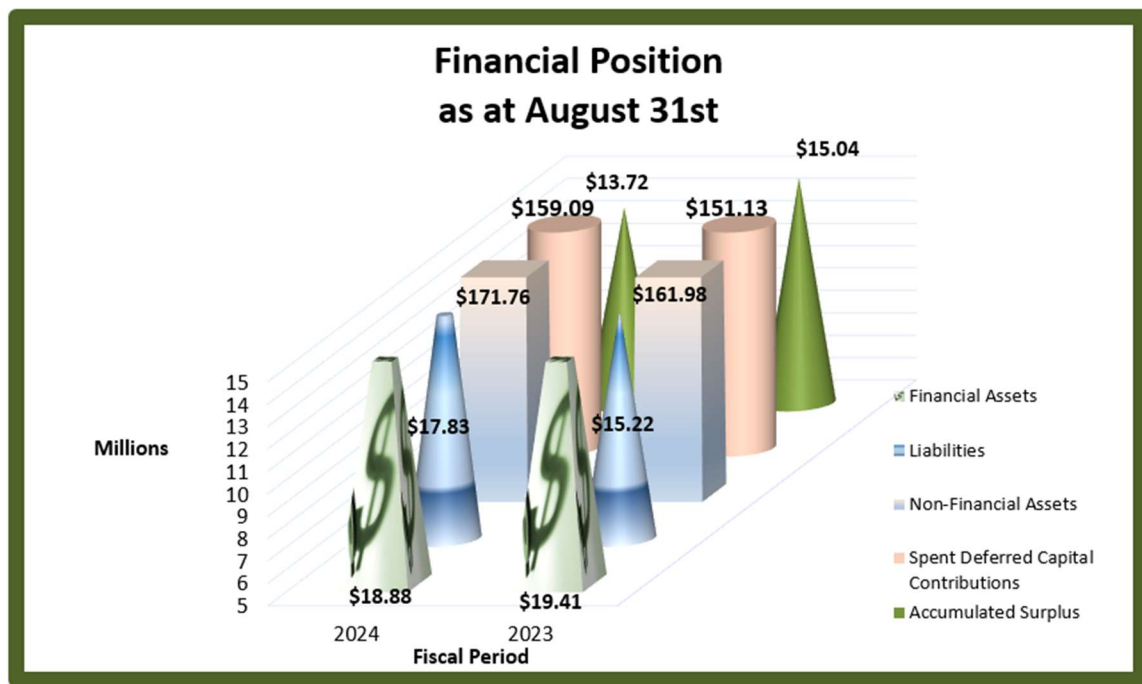
## **Financial Position**

As at August 31, 2024, [Lethbridge School Division](#) has total financial assets of \$18.88 million and liabilities of \$17.83 million for net financial assets of \$1.05 million. A net financial asset position indicates that the Division has sufficient assets to cover its financial obligations.

There is \$171.76 million of non-financial assets (tangible capital assets, inventory of supplies, and prepaid expenses) which are represented mostly by capital assets of \$169.50 million, prepaid expenses of \$2.03 million, and inventory of \$223,563.

The Statement of Financial Position has specifically excluded the deferred contributions related to the unamortized portion of supported capital assets (referred to as Spent Deferred Capital Contributions), which will be amortized into revenues in subsequent years to offset the amortization cost of supported capital assets. Supported capital assets are those assets that have been funded by the Province of Alberta and other external sources.

Together the Net Financial Assets, Non-Financial Assets, and Spent Deferred Capital Contributions (SDCC) equal the total Accumulated Surplus of \$13.72 million. The chart below compares the financial position of August 31<sup>st</sup> with the prior year.



**Lethbridge School Division**  
**STATEMENT OF FINANCIAL POSITION**  
As at August 31, 2024

	August 31, 2024	August 31 2023
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents	\$13,302,141	\$10,362,471
Accounts receivable (net after allowances)	\$3,773,335	\$2,233,787
Portfolio investments	\$1,800,000	\$6,813,785
Other financial assets	\$0	\$0
<b>Total financial assets</b>	<b>\$18,875,476</b>	<b>\$19,410,043</b>
<b>LIABILITIES</b>		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$6,374,384	\$6,101,636
Deferred contributions	\$5,048,758	\$2,733,506
Employee future benefit liabilities	\$270,116	\$246,196
Asset retirement obligations	\$6,134,165	\$6,134,165
Long term debt		
Supported: Debentures and other supported debt	\$0	\$0
Unsupported: Debentures and capital loans	\$0	\$0
Capital leases	\$0	\$0
Mortgages	\$0	\$0
<b>Total liabilities</b>	<b>\$17,827,423</b>	<b>\$15,215,503</b>
<b>Net Financial Assets (Net Debt)</b>	<b>\$1,048,053</b>	<b>\$4,194,540</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets	\$169,500,341	\$160,547,947
Inventory of supplies	\$223,563	\$256,784
Prepaid expenses	\$2,033,628	\$1,176,767
<b>Total non-financial assets</b>	<b>\$171,757,532</b>	<b>\$161,981,498</b>
<b>Net assets before spent deferred contributions</b>	<b>\$172,805,585</b>	<b>\$166,176,038</b>
Spent deferred capital contribution (SDCC)	\$159,086,744	\$151,137,826
<b>Net assets</b>	<b>\$13,718,841</b>	<b>\$15,038,212</b>
<b>NET ASSETS (ACCUMULATED SURPLUS)</b>		
Unrestricted surplus	\$471,488	\$471,488
Operating reserves	\$6,141,817	\$6,138,272
<b>Accumulated Surplus from Operations</b>	<b>\$6,613,305</b>	<b>\$6,609,760</b>
Investment in capital assets	\$4,279,425	\$3,275,954
Capital reserves	\$2,506,237	\$4,832,624
Endowments	\$319,874	\$319,874
<b>Total Accumulated Surplus (Deficit)</b>	<b>\$13,718,841</b>	<b>\$15,038,212</b>



**Lethbridge School Division**  
**Notes to the Statement of Financial Position**  
As at August 31st, 2024

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**FINANCIAL ASSETS:**

Financial assets consist of assets that are readily converted to cash.

**Cash and Cash Equivalents**

Cash at August 31, 2024 includes deferred contributions, endowment funds, and accumulated surplus from operations.

**Accounts Receivable**

Accounts receivable at August 31, 2024 includes GST rebates receivable, funding contributions from the Province, and other miscellaneous funds owing to the Division. There is an increase from the prior year due to the \$795,835 weighted moving average funding adjustment, increase in the CMR receivable (prior year was \$389,061, current year is \$980,591) and a \$283,000 receivable from the City of Lethbridge for the expansion of the West Coulee Station Elementary School gymnasium outstanding at year-end and has been paid in September 2024.

**Portfolio Investments**

Portfolio investments represent GIC's and term deposits that have a maturity of greater than three months. To maximize the Division's investment income, the Division moved funds from cash into portfolio investments that provide a higher rate of return.

**Total Financial Assets as of August 31, 2024 are \$18.88 million.**

**FINANCIAL LIABILITIES:**

**Accounts Payable and Accrued Liabilities**

Accounts payable and accrued liabilities at August 31, 2024 includes payments for construction invoices/holdbacks, and employee benefits such as remittances to the Canada Revenue Agency, Local Authorities Pension Plan, and to the Alberta School Employee Benefit Plan.

Accounts Payable also includes unearned revenues including prepaid international fees for the following school year and externally restricted School Generated Funds, such as student travel group deposits or school activity fees. These unearned revenues are classified within accounts payable as these types of transactions require that goods and/or services are to be provided in the future by the Division to the groups/individuals that directly paid these fees.

**Unspent Deferred Contributions**

Included the Deferred Operating Contributions and the Unspent Deferred Capital Contributions (UDCC).

Deferred Operating Contributions is mainly unspent Infrastructure, Maintenance and Renewal (IMR) grant funding and other grant funding requiring eligible expenditures and targeted Alberta Education grants. Contributions are allocated to revenue as funds are expended.

Unspent Deferred Capital Contributions (UDCC) relates to capital grant contributions received that has not been expended on the related capital projects. This typically occurs with modular and capital planning grants that a large portion is received at the beginning of the project. Large capital construction projects typically receive progress-based grant contributions based on costs already expended on the capital project.

#### **Employee Future Benefits**

Consists of benefits earned but not utilized that relate to banked time that will or may be utilized in a future period.

#### **Asset Retirement Obligations**

A new accounting standard starting in the 2022-2023 year is now applicable to public sector entities (including school divisions) who follow Public Sector Accounting Standards (PSAS). Asset retirement obligations (ARO) are legal obligations associated with the retirement of tangible capital assets. An estimate for the obligation has been completed and estimated to be \$6.1 million at the end of August 31, 2024.

**Total Financial Liabilities as of August 31, 2024 are \$17.83 million.**



### **Probe Heaps the Jeep for the Lethbridge Food Bank**

#### **NET FINANCIAL ASSETS:**

Net financial assets, which is the funds available (owing) after discharging the Division's financial obligations, is a **net asset position of \$1.05 million.**

The statement of financial position has specifically excluded the deferred contributions related to the unamortized portion of supported capital assets (referred to as spent deferred capital contributions).

**Total Net Assets as of August 31, 2024 are \$1.05 million.**

**NON-FINANCIAL ASSETS:**

Non-financial assets are tangible assets that are used in the operations of the Division and are not readily converted to cash.

**Tangible Capital Assets**

Tangible capital assets include land, buildings, equipment and vehicles used in the operations of the Division. These assets are amortized over their estimated useful lives to arrive at a net value of \$169.50 million as of August 31, 2024.

Supported capital activity during the year included capital modernization continuing at Victoria Park High School through Capital Maintenance and Renewal (CMR) grant funding, capital costs for projects throughout the Division with Infrastructure Maintenance and Renewal (IMR) grant funding and Alberta Infrastructure costs associated with the new West Coulee Station elementary school being built in Garry Station, two modular units at Coalbanks Elementary School and design funds for Galbraith modernization. Within the school year, \$14.31 million has been capitalized on these projects.

Board funded capital activity during the year included maintenance equipment purchases and the technology evergreening. Within the school year, \$2.2 million has been capitalized on these projects and was funded through capital reserves.

**West Coulee Station Elementary School selected as name for new  
west side school**

**Inventory of Supplies**

Inventory of supplies represent the warehouse and caretaking supplies and materials on hand to be used in a subsequent fiscal period.

**Prepaid Expenses**

Prepaid expenses represent insurance, licenses, and materials that are for a subsequent fiscal period.

**Total Non-Financial Assets as of August 31, 2024 are \$171.76 million.**

**SPENT DEFERRED CAPITAL CONTRIBUTIONS (SDCC)**

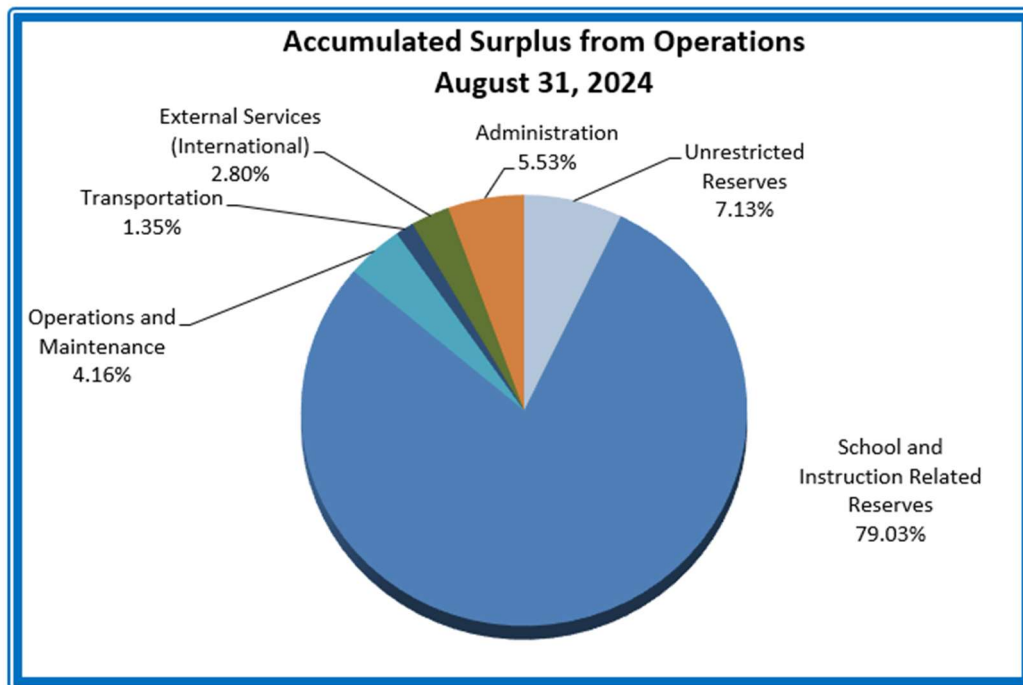
Spent Deferred Capital Contributions (SDCC) relates to deferred contributions related to the unamortized portion of supported capital assets (referred to as SDCC), which will be amortized into revenues in subsequent years to offset the amortization cost of supported capital assets. Supported capital assets are assets that have been funded by the Province of Alberta and other external sources.

**Total SDCC as of August 31, 2024 are \$159.09 million.**

**ACCUMULATED SURPLUS:**

Accumulated surplus from operations is made up of unrestricted reserves and operating reserves. Also included in accumulated surplus are capital funds which include investment in capital assets and capital reserves. Funds held by the Division, where the principal must be maintained permanently, called endowments, are also included in accumulated surplus.

The restricted operating reserves consist of 79.03% related to school and instruction reserves which includes reserves held at school sites for future operating expenditures, funds to support inclusive learning, funds to provide for the planning, programming and resources required for new school facilities, and unspent funds related to school generated activities.



**Lethbridge School Division**  
**Schedule of Net Assets**  
For the period ended August 31, 2024

	Internally Restricted Reserves by Program									
	School and Instruction Related		Operations and Maintenance		System Administration		Transportation		External Services	
	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
<b>Balance at August 31, 2023</b>	\$5,535,511	\$3,288,101	\$265,949	\$537,894	\$163,625	\$1,006,629	\$28,071	\$0	\$145,116	\$0
TRANSFERS IN / (OUT)										
Board Funded Tangible Capital Asset Additions	(\$123,915)	(\$1,951,324)		(\$257,641)		(\$116,840)				
Net Transfers in to Operating Reserves			\$9,294	\$144,671	\$202,182		\$61,063		\$40,115	
Net Transfers from Operating Reserves	(\$185,193)	(\$145,253)								
<b>Balance at August 31, 2024</b>	\$5,226,403	\$1,191,524	\$275,243	\$424,924	\$365,807	\$889,789	\$89,134	\$0	\$185,231	\$0

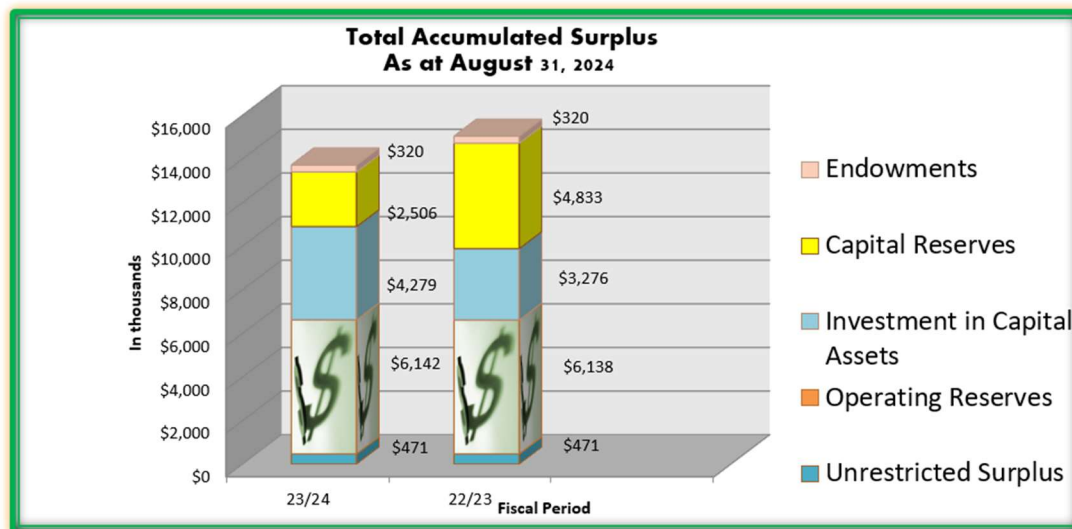
### **Schedule of Net Assets**

Within the internally restricted reserves are both operating and capital reserves for each department.

- School and Instruction Related:
  - Operating reserves were used to maintain programming throughout several instructional departments due to the impacts of the weighted moving average funding (WMA) framework shortfalls.
  - Capital reserves are being used for the technology evergreening program as well the remaining bins needed for the recycling program implemented throughout the Division.
- Operations and Maintenance:
  - Operating reserves are being used in the year to cover the deficit in this department (less board funded amortization and amortization on ARO).
  - Capital reserves are being used for the purchase of maintenance capital assets during the 2023-2024 school year.
- System Administration:
  - Operating reserves are being increased from the surplus in this area less board funded amortization.
  - Capital reserves are being used for the repairs to the Education Centre roof.
- Transportation:
  - Operating reserves are being increased from the surplus in this area less board funded amortization.
  - No capital reserves were used in the year.
- External Services (International Program):
  - Operating reserves are being increased from the surplus within this department at year-end less the transfer to schools that participate in the international program during the year.
  - No capital reserves were used in the year.



At the end of the 2022-2023 year, Lethbridge School Division has an adjusted accumulated surplus from operations (less school generated funds) of 2.70%. Alberta Education has introduced a reserve cap requiring the Lethbridge School Division reserves to be at 3.20% by the end of August 31, 2024. The Division continues to use reserves to maintain programming due to shortfalls in the weighted moving average (WMA) framework.



Unrestricted surplus are funds that are not designated for a specific purpose and operating reserves are funds that have been designated for a specific program of the Division.

Investment in capital assets represents the net book value of capital assets that have been paid from Division revenues (Board funded capital) and are not supported by the Province or external contributions. New for 2022-2023 the net book value of the asset retirement obligation is also included within this account.

Capital reserves are funds that have been set aside for future replacement of Division assets that are not supported by the Province or external contributions. When the funds are available, the Division contributes the budgeted amount of amortization on unsupported assets into the capital reserve fund, as per the approved budget, to fund future asset replacement.

**The total accumulated surplus for the Division which consists of both operating and capital funds is \$13.72 million. The total of net financial assets, non-financial assets, and the spent deferred capital contributions (SDCC) equal the total accumulated surplus at August 31, 2024.**

## Operations

### Budget Update as of September 30<sup>th</sup>

The revised budget for the 2023-2024 school year reflects changes to the Division budget as of September 30<sup>th</sup>, 2023, based on the additional information received since the preliminary budget (completed and approved in May 2023).

The Division originally planned on a projected student enrolment of 12,006 students in the preliminary budget. However, the operating budget was updated for the actual enrolment of 12,229 students. This increase in students made the Division eligible for a \$758,000 enrolment growth grant from Alberta Education. Other increases in Alberta Education funding include a \$77,850 increase in the school nutrition grant funding (announced in February 2024, total to be received is now \$377,350), \$99,965 received for the fuel contingency grant (which offsets costs within transportation) and \$464,258 from increases in the transportation grant.



At the end of February, the Division signed a funding agreement with Jordan's Principle (part of Indigenous Services Canada) for \$917,118. This funding will be used over both the 2023/2024 and 2024/2025 school year (depending on the timing of expenses) and educational assistants, transportation costs and other contractual services are included within this grant agreement. Lastly, the Division received \$548,048 from a Canadian Microsoft settlement which will be used to offset prior and current year technology costs.

In budget 2023-2024, \$1.99 million of one-time reserves will be utilized for Division and school-based priorities. The use of reserves was increased from the preliminary budget with additional reserves being utilized as the 2022-2023 year-end was completed and reserve balances were known.



**2024 Graduation Ceremony at Chinook High School**

**Lethbridge School Division**  
**STATEMENT OF OPERATIONS**  
For the period ended August 31, 2024

	Budget Information		Actual Results	Variances
	Preliminary Budget 2023-2024 (May 2023)	Updated "September 30th" Operating Budget 2023-2024 (Sept 30th 2023)	Actual Year Ended August 31st	% Expended Revised Budget
<b>REVENUES</b>				
Government of Alberta	\$131,817,476	\$132,588,568	\$135,511,640	102.20%
Federal and Other Government	\$388,944	\$388,944	\$582,146	149.67%
Fees	\$5,004,121	\$5,004,121	\$1,984,669	39.66%
Sales and services	\$694,000	\$694,000	\$1,989,317	286.65%
Investment income	\$587,059	\$590,031	\$693,043	117.46%
Donations and Other Contributions	\$2,520,000	\$2,520,000	\$1,791,014	71.07%
Other Revenues	\$20,304	\$20,304	\$149,821	737.89%
<b>Total Revenues</b>	<b>\$141,031,904</b>	<b>\$141,805,968</b>	<b>\$142,701,650</b>	<b>100.63%</b>
<b>EXPENSES</b>				
Instruction - Pre-K	\$2,804,277	\$2,804,277	\$2,667,219	95.11%
Instruction - K to Grade 12	\$112,735,328	\$114,808,602	\$113,822,591	99.14%
Operations and Maintenance	\$17,645,414	\$17,973,045	\$18,344,007	102.06%
Transportation	\$3,332,560	\$3,332,560	\$4,418,346	132.58%
Administration	\$4,298,885	\$4,298,885	\$4,256,162	99.01%
External services [International Services]	\$500,000	\$500,000	\$512,695	102.54%
<b>Total Expenses</b>	<b>\$141,316,464</b>	<b>\$143,717,369</b>	<b>\$144,021,020</b>	<b>100.21%</b>
Operating surplus (deficit)	(\$284,560)	(\$1,911,401)	(\$1,319,370)	
Accumulated Surplus from Operations beginning of Year	\$6,609,760	\$6,609,760	\$6,609,760	
Transfers to/from capital reserves, endowments, & capital	\$0	\$0	\$1,322,916	
Accumulated Operating Surplus (ASO) at end of period	\$6,325,200	\$4,698,359	\$6,613,306	
School Generated Funds included in Accumulated Operating Surplus	(\$2,916,960)	(\$2,916,960)	(\$3,089,037)	
Adjusted Accumulated Operating Surplus (Adjusted ASO) at end of period	\$3,408,240	\$1,781,399	\$3,524,269	
Adjusted ASO as a % of budgeted expenditures (excluding SGF accounts)	2.41%	1.24%	2.45%	

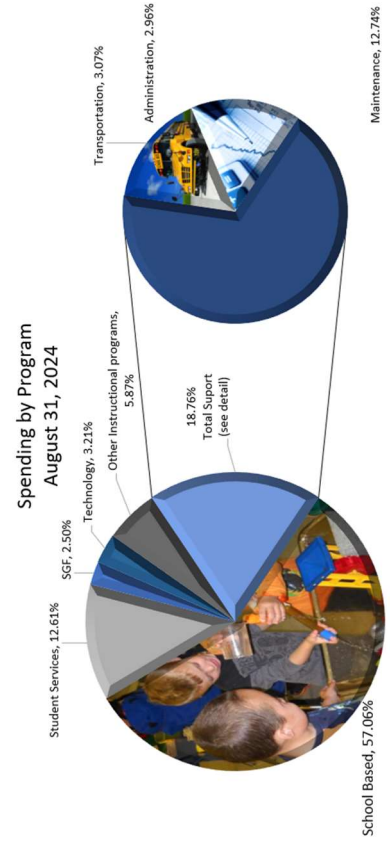
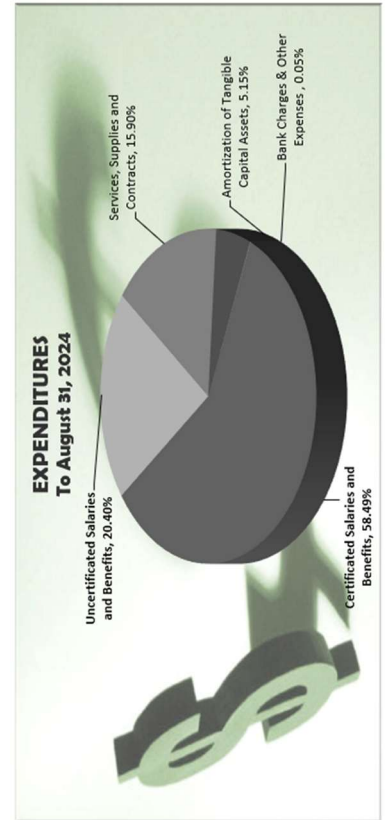
**About The Statement**

The above statement includes four main areas:

- The first area highlighted in **GREEN** is budget information. The first budget information is the preliminary budget that was approved by the Board of Trustees in May 2023. This is the budget included in the audited financial statements as well. The second column of budget information is the budget that has been revised after September 30<sup>th</sup> enrolment counts and is used as the new operating budget for the fiscal year.
- The second area highlighted in **BLUE** is the actual results for the period.
- The third area highlighted in **TAN** is the variance area. This area provides information on the percent received/expended as compared to the September 30<sup>th</sup> operating budget and the percent received/ expended as compared to the updated forecast information.

**Lethbridge School Division**  
**Schedule of Program Operations**  
For the period ended August 31, 2024

	Instruction (Pre-K to Grade 12)	Operations & Maintenance	Transportation	System Administration	External Services	TOTAL
<b>Revenues</b>	\$114,949,101	\$18,085,348	\$4,463,346	\$4,351,348	\$852,507	\$142,701,650
<b>EXPENSES</b>						
Certificated salaries and benefits	\$83,280,658	\$0	\$0	\$869,525	\$91,519	\$84,241,702
Non-certificated salaries and benefits	\$21,725,993	\$5,224,240	\$129,944	\$2,236,278	\$66,986	\$29,383,441
<b>SUB - TOTAL</b>	\$105,006,651	\$5,224,240	\$129,944	\$3,105,803	\$158,505	\$113,625,143
Services, contracts and supplies	\$9,976,690	\$7,300,407	\$4,272,339	\$993,626	\$354,190	\$22,897,252
Amortization of capital assets	\$1,431,745	\$5,819,360	\$16,063	\$156,733	\$0	\$7,423,901
Interest and charges	\$70,801	\$0	\$0	\$0	\$0	\$70,801
Other expense	\$3,923	\$0	\$0	\$0	\$0	\$3,923
<b>TOTAL EXPENSES</b>	\$116,489,810	\$18,344,007	\$4,418,346	\$4,256,162	\$512,695	\$144,021,020
<b>Total unexpended funds period to date</b>	<b>(\$1,540,709)</b>	<b>(\$258,659)</b>	<b>\$45,000</b>	<b>\$95,186</b>	<b>\$ 339,812</b>	<b>(\$1,319,370)</b>





*Lethbridge School Division*  
**Notes to the Statement of Operations**  
*For the year ended August 31st, 2023*

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**REVENUES:**

**Government of Alberta**

Government of Alberta (Alberta Education and Alberta Infrastructure) funding represents approximately 95% of the Division's total operating funding. Student enrolment is one of the largest factors in determining the funding. Targeted grants (new curriculum, digital wellness, school nutrition and transportation – new for 2023-2024) that were not fully spent in the 2023-2024, any excess funding have been deferred to the 2024-2025 budget to align with the timing of the program's expenses.

The Division received \$758,000 in enrolment growth funding as well as \$99,965 in fuel contingency funding (for transportation) during the year that had not been budgeted for in the preliminary budget.

**Federal Government and First Nations**

Represents amounts billed for tuition for students living on the Kainai reserve that are attending Lethbridge School Division schools. This amount fluctuates from year to year depending on enrolment.

New funding recorded in this area is from the Division signing a funding agreement with Jordan's Principle (Indigenous Services Canada). This funding will be used over the next two school years to assist with Educational Assistant costs, transportation and other contract services. This funding is tied to individual students and reporting is required at the end of the funding agreement. Any funds that were not spent in 2023-2024 have been included in deferred revenue to be spent in 2024-2025.

**Fees**

Reflects fees that are collected for optional programming fees, school generated activity fees, and preschool fees. Most school fees are collected at the beginning of the school year. All programming fees are budgeted for during the school year based on estimates of enrolments from the school, therefore it is expected to be under budget at year-end.

**Sales and Services**

Sales and services are mainly from school generated activities and tuition fees for international students. The international program collected approximately \$350,000 more in fees than were budgeted. As well, a one-time payment in 2023-2024 of \$548,048 was received by the Division from a Microsoft settlement that was required to be spent on computer hardware and technology professional learning.

**Investment Income**

Interest earned on operating revenue was over budget due to increases in interest rates throughout the year and this area being traditionally budgeted conservatively.



### **Donations and Fundraising**

Donations and fundraising are revenues that have been received for school generated activities fundraising/donations and donations for the Poverty Intervention Program.

### **Other Revenues**

Other revenues include rentals, and other revenues. There are rentals of facility space for external programs and operations such as the Southern Alberta Professional Development Consortia and the Boys and Girls Club of Lethbridge. There was also a \$78,250 gain on the trade in of three bobcats within the operations and maintenance budget.

**Overall, revenues are over the operating budget for the year ended  
August 31, 2024 (100.6% of the operating budget).**

### **EXPENDITURES:**

#### **Instruction**

Instruction Pre-K to Grade 12, represent expenditures from Pre-K to grade twelve, school generated activities and supporting programs such as inclusive education, technology, instructional support, counselling, Indigenous programming, and institutional programs. For the 2023-2024 year, there was a planned use of reserves in several departments (specific schools, inclusive learning, Indigenous and early learning programs) therefore, a deficit was planned at the end of the school year.

#### **Operations and Maintenance**

Operations and maintenance expenditures represent spending on operating and maintaining the Division's schools and facilities. These expenditures include maintenance and caretaking personnel, utilities, contracted maintenance, and Infrastructure Maintenance and Renewal (IMR) projects. This department had an overage in the year due to continued inflationary cost pressures.

#### **Transportation**

Transportation expenditures represent mainly the cost of contracted bussing to bus students who reside more than 2.4 km away from their resident school (this distance requirement will change for the 2024-2025 school year to 1 km for K-6 and 2 km for 7-12). These costs include the operation of buses provided by Southland Transportation Ltd. Costs also include the provision of specialized bussing needs for students with disabilities. This department had a small surplus at the end of 2023-2024 (as well as additional targeted funds being deferred) that will be used in the future to support increased contract costs.

#### **System Administration**

System administration expenditures represent the cost of the Board of Trustees, Finance, Human Resources, System Instructional Support, and the Office of the Superintendent. This department had a small surplus at the end of the year that will be placed into operating reserves and used in the future when needed.

### **External Services**

An external service represents costs that are outside regular provincially mandated instruction and operations. For the Division, the International Services program provides programming to students who attend Division schools from other countries and pay a tuition fee to attend our schools. Costs include costs of homestay providers, student insurance, student recruitment and administration of the program. This department had a surplus at the end of the year that was transferred to operating reserves to be used in the future when needed.

**Overall, expenditures are under the operating budget for the year ended August 31, 2024 (99.9% of the operating budget).**



**Division partners with Helen Schuler Nature Centre for Nature Play Pop-Up**

**Lethbridge School Division**  
**Schedule of Instructional (Pre-K to Grade 12) Program Expenditures**  
For the period ended August 31, 2024

PROGRAM	Budget	Actual Results	Variances
	Updated Budget	Actual Year Ended	% Expended
	2023-2024 (Sept 30th 2023)	August 31, 2024	Updated Budget
Early Education Programs	\$2,804,277	\$2,667,219	95.11%
School Based Instruction (K-12)	\$74,303,311	\$73,310,009	98.66%
Inclusive Learning Supports	\$10,938,088	\$11,020,801	100.76%
Shared Instructional Services	\$10,563,077	\$11,771,281	111.44%
School Generated Funds Activities	\$5,003,971	\$3,602,129	71.99%
Technology	\$2,704,280	\$2,842,103	105.10%
Institutional Programs	\$1,047,458	\$1,034,154	98.73%
Division of Instructional Services	\$824,500	\$760,876	92.28%
Indigenous Programming	\$643,865	\$658,460	102.27%
Counselling Program	\$3,351,480	\$3,309,114	98.74%
Other Instructional Programs	\$3,355,298	\$4,081,919	121.66%
<b>Total Instructional (Pre-K to Grade 12) Program Expenditures</b>	<b>\$115,539,605</b>	<b>\$115,058,065</b>	<b>99.58%</b>

**Other Instructional Programs:**

Community Outreach School  
Downtown LA  
High School Off Campus  
Distance Learning Program  
Poverty Committee  
Making Connections  
BOOST Program  
Ready Set Go Program  
Digital Wellness

**Institutional Programs:**

Harbor House School  
CAMP (Lethbridge Regional Hospital School)  
Pitawani School  
Stafford Ridge School (AADAC)

**Inclusive Learning Supports:**

Inclusive Education  
English as an Additional Language



**Paterson students hit CKXU studios for French Language Arts project**

*Lethbridge School Division*  
**Notes to the Schedule of Instructional (Pre-K to Grade 12)**  
*For the year ended August 31st, 2024*

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This statement provides further information about expenditures in programs that are within the Instruction (Pre-K to Grade 12) functional area that is shown on the *Statement of Operations* and the *Schedule of Program Operations*.

**Early Education Programs**

These expenditures represent expenditures within program unit funding (PUF) and early learning programs. Pre-K is at 95.11% of their total budget. This is due to contingency staffing that wasn't utilized in the 2023-2024 school year due to decreased enrolment. These funds have been carried forward to the 2024-2025 school year to continue to support staffing.

**School Based Instruction**

These expenditures represent expenditures at each specific school site. School based instruction is at 98.66% of its budget at year-end.

**Inclusive Learning Supports**

Inclusive Learning Supports includes expenditures for Inclusive Education and English as an Additional Language. Inclusive Education provides all students with the most appropriate learning environment and opportunities for them to achieve their potential. Inclusion is about ensuring each student receives a quality education no matter their ability, disability, language, cultural background, gender or age. Inclusive Learning Supports expenditures are at 100.76% of the total operating budget. There were funds allocated in the year to inclusive education from the enrolment growth grant which weren't included in the September 30<sup>th</sup> budget (approximately \$220,000).

**Shared Instructional Services**

Shared Instructional Services includes programs and expenditures that provide support to schools within the Division. Expenditures include administrative allowances, the provision for sick leave, staff professional development and the employer share of teacher retirement fund costs that are supported by the Province. Shared Instructional Services expenditures are at 111% of the total operating budget. The main reason for this overage is due to sub costs exceeding the allocated budget.

**School Generated Funds Activities**

School Generated Funds (SGF) activities includes activities at the school level for students that are not of a curricular nature, such as clubs, international travel, groups, athletics, and the arts. These activities are normally funded through user fees, fundraising, and donations. All possible fees were budgeted. Revenues are under budget, therefore it is expected that expenses are also under budget at year-end. SGF activity expenditures are at 71.99% of the total operating budget. See the *Schedule of School Generated Funds (SGF)* for details of each of the schools.



### **Technology**

The Technology program is based on a standards-driven plan to provide the infrastructure to support current and future needs, trends, and applications in the School Division for the implementation of information and communication technology. Technology expenditures are at 105.10% of the total operating budget. This overage is due to the changing ways technology is being delivered (cloud based versus physical servers) and the increases for technology subscription costs and increased costs for network security. Some of these costs will be offset by the Microsoft settlement funds (\$548,000) that were received during the year.

### **Institutional Programs**

Institutional Programs include Harbor House School, CAMP (Lethbridge Regional Hospital School), Pitawani School, and Stafford Ridge School (AADAC). Institutional Programs expenditures are at 98.73% of the total operating budget. This was due to savings within professional learning and supplies budgets.

### **Division of Instructional Services**

The Division of Instructional Services (DIS) which provides curriculum and instructional support to schools and instructional programs. DIS expenditures are at 92.28% of the total operating budget. This was due to savings within professional learning and supplies budgets.

### **Indigenous Program**

The Indigenous program provides ongoing support for First Nations, Metis and Inuit students in their efforts to obtain an education and provides opportunities for Indigenous students to study and experience their own and other cultures and lifestyles. Indigenous expenditures are at 102.27% of the total operating budget. The deficit was covered by the program's reserves.



**Division Indigenous Graduation Celebration**



### **Counselling Program**

A comprehensive guidance and counselling program promotes the holistic development of students. The three-fold focus of counselling includes educational planning, personal and social development, and career preparation. Counsellors work with parents, teachers and community agencies to help students acquire the knowledge, skills, attitudes, and habits that enable students to reach their potential. Counselling Program expenditures are at 98.74% of the total operating budget.

### **Other Instructional Program**

These are the other instructional programs and initiatives that support Pre-K to Grade 12 instruction other than those programs specifically listed above. These include Community Outreach School, Downtown LA, High School Off campus, Distant Learning Program, Poverty Committee, Making Connections, BOOST, Digital Wellness and New Curriculum funding. Other Instructional Program expenditures are at 121.66% of the total operating budget. The excess is due to receiving additional funding during the year that wasn't budgeted for (learning loss or BOOST, and Jordan's Principle). There are targeted funds to cover these increases over budget.



**Division's Welcome Back Breakfast**

**Lethbridge School Division**  
**Schedule of School Generated Funds (SGF)**  
For the period ended August 31, 2024

SCHOOL	SGF Balances	Actual Results		SGF Balances	Change in SGF
	August 31st 2023	Revenues up to August 31st	Expenses up to August 31st	As at August 31, 2024	Increase (Decrease)
<b>UPDATED BUDGET 2023-2024 (September 30th)</b>	N/A	\$7,657,971	(\$7,657,971)	N/A	N/A
<b>High Schools:</b>					
Lethbridge Collegiate Institute	\$170,115	\$554,474	(\$483,960)	\$240,629	\$70,514
Winston Churchill High School	\$265,358	\$351,511	(\$393,204)	\$223,665	(\$41,693)
Chinook High School	\$199,041	\$381,971	(\$407,915)	\$173,097	(\$25,944)
Victoria Park High School	\$463,357	\$127,308	(\$31,269)	\$559,396	\$96,039
Immanuel Christian Secondary School	\$109,870	\$104,175	(\$137,985)	\$76,060	(\$33,810)
<b>Middle Schools:</b>					
GS Lakie Middle School	\$315,552	\$325,155	(\$472,726)	\$167,981	(\$147,571)
Wilson Middle School	\$183,427	\$208,987	(\$170,608)	\$221,806	\$38,379
Gilbert Paterson	\$136,845	\$202,971	(\$152,600)	\$187,216	\$50,371
Senator Joyce Fairbairn Middle School	\$191,272	\$172,759	(\$112,991)	\$251,040	\$59,768
<b>Elementary Schools:</b>					
Senator Buchanan	\$38,075	\$19,649	(\$23,175)	\$34,549	(\$3,526)
Immanuel Christian Elementary School	\$23,216	\$2,621	(\$10,067)	\$15,770	(\$7,446)
Ecole Agnes Davidson	\$120,561	\$70,810	(\$26,139)	\$165,232	\$44,671
Fleetwood-Bawden	\$69,541	\$23,689	(\$20,706)	\$72,524	\$2,983
Galbraith	\$97,155	\$26,776	(\$41,629)	\$82,302	(\$14,853)
Lakeview	\$71,514	\$14,862	(\$17,567)	\$68,809	(\$2,705)
General Stewart	\$4,436	\$1,645	(\$2,002)	\$4,079	(\$357)
Westminster	\$66,965	\$54,477	(\$13,830)	\$107,612	\$40,647
Lethbridge Christian School	\$47,353	\$23,776	(\$39,969)	\$31,160	(\$16,193)
Coalbanks Elementary School	\$57,954	\$38,798	(\$16,514)	\$80,238	\$22,284
Nicholas Sheran	\$53,382	\$22,335	(\$23,884)	\$51,833	(\$1,549)
Park Meadows	\$35,576	\$31,484	(\$14,295)	\$52,765	\$17,189
Dr. Robert Plaxton	\$25,797	\$40,860	(\$35,108)	\$31,549	\$5,752
Mike Mountain Horse	\$58,557	\$21,836	(\$5,716)	\$74,677	\$16,120
Dr. Probe Elementary School	\$112,041	\$185,153	(\$182,147)	\$115,047	\$3,006
<b>School Generated Funds</b>	<b>\$2,916,960</b>	<b>\$3,008,082</b>	<b>(\$2,836,006)</b>	<b>\$3,089,036</b>	<b>\$172,076</b>
<b>Total SGF investment accounts (GICs)</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>
<b>Total School Generated Funds</b>	<b>\$2,916,960</b>	<b>\$3,008,082</b>	<b>(\$2,836,006)</b>	<b>\$3,089,036</b>	<b>\$172,076</b>

Additional information on Lethbridge School Division's financial results for 2023-2024 can be found within the audited financial statements that must be submitted to Alberta Education by November 30, 2024. They can be found on our website at:

<https://www.lethsd.ab.ca/our-district/plans-reports/financial-reporting>