

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

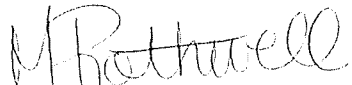
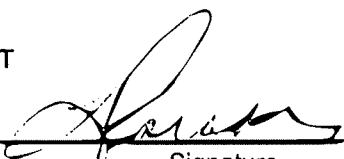
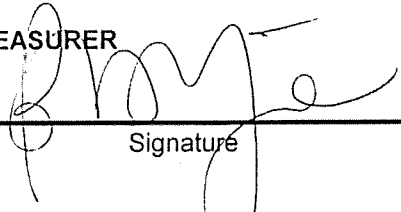
[Education Act, Sections 139(2)(a) and 244]

**0012 Suzuki Charter School Society**

**Legal Name of School Jurisdiction**

10720 54 Avenue NW Edmonton AB AB T6A 2H9; 780-468-2598; macintyre@suzukischool.ca

**Contact Address, Telephone & Email Address**

<b>BOARD CHAIR</b>	
<u>Dr. Melissa Rothwell</u> Name	<u></u> Signature
<b>SUPERINTENDENT</b>	
<u>Dr. Lynne Paradis</u> Name	<u></u> Signature
<b>SECRETARY TREASURER or TREASURER</b>	
<u>Barb MacIntyre</u> Name	<u></u> Signature
<p><b>Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on <u>May 22, 2024</u> .</b> Date</p>	

c.c. Alberta Education  
Financial Reporting & Accountability Branch  
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5  
E-MAIL: EDC.FRA@gov.ab.ca

## TABLE OF CONTENTS

	Page
BUDGETED STATEMENT OF OPERATIONS & ALLOCATION OF EXPENSES (BY OBJECT)	3
BUDGETED SCHEDULE OF PROGRAM OPERATIONS	4
BUDGETED SCHEDULE OF FEE REVENUE	5
PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)	6
SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES	7
DETAILS OF RESERVES AND MAXIMUM OPERATING RESERVE LIMIT EXEMPTION CRITERIA	8
PROJECTED STUDENT STATISTICS	9
PROJECTED STAFFING STATISTICS	10

**Legend:**

Blue	Data input is <b>required</b>
Pink	Populated from data entered in this template (i.e. other tabs)
Green	Populated based on information previously submitted to Alberta Education

Grey	No entry required - the cell is protected.
White	Calculation cells. These are protected and cannot be changed.
Yellow	Flags to draw attention to sections requiring entry depending on other parts of the s

### HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2024/2025 BUDGET REPORT

The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

**Budget Highlights, Plans & Assumptions:**

The school offers a variety of early intervention programs beginning with entry level assessments at Kindergarten. Every child who is experiencing difficulty is provided with an individual program plan that outlines program accommodations to optimize student achievement. The school has a very diverse population with many students who are English additional language learners, who have emotional or behavioral challenges, students who experience learning disabilities, developmental disabilities and those who are gifted. Supports provided include counseling, occupational therapists, behavior therapists and speech pathologists.

- Music and French programs are offered to all students.
- Middle school programming for Grades 6-9 growth in development continue.
- Literacy and numeracy interventions continue.
- Morning care, after school program and junior high after school program offered at affordable rates.

Balanced budget with assumptions: certificated and support staff FTE maintained; increases in After School program fees and Morning care fees; reductions in expenses to minimum levels; reductions in vendor services; minimal contingency for supplies, facility costs utilities and insurance increases beyond inflation rate. If contingency is not sufficient, accumulated operating reserves will be used to cover shortfall.

**Significant Business and Financial Risks:**

- Middle school registration fluctuation.
- Demand for enrollment growth K-6 is limited by capital required to expand.
- Inflation continues to impact supplies, facility costs and utilities.
- Unpredictability of insurance increases - facility and group benefits.
- Aging facility with no direct access to IMR funding.

**BUDGETED STATEMENT OF OPERATIONS**  
for the Year Ending August 31

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual Audited 2022/2023
<b>REVENUES</b>			
Government of Alberta	\$ 3,949,280	\$ 3,875,174	\$ 3,966,654
Federal Government and First Nations	\$ -	\$ 0	\$ 0
Property taxes	\$ -	\$ 0	\$ 0
Fees	\$ 141,800	\$ 117,800	\$ 124,068
Sales of services and products	\$ 280,700	\$ 227,000	\$ 231,474
Investment income	\$ -	\$ 0	\$ 8,233
Donations and other contributions	\$ 95,000	\$ 95,000	\$ 93,011
Other revenue	\$ 2,500	\$ 0	\$ 1,907
<b>TOTAL REVENUES</b>	\$ 4,469,280	\$ 4,314,974	\$ 4,425,347
<b>EXPENSES</b>			
Instruction - ECS	\$ 108,973	\$ 102,901	\$ 112,625
Instruction - Grade 1 to 12	\$ 3,298,086	\$ 3,375,624	\$ 3,424,678
Operations & maintenance	\$ 445,466	\$ 397,095	\$ 619,772
Transportation	\$ 225,733	\$ 203,620	\$ 150,954
System Administration	\$ 233,128	\$ 203,530	\$ 200,000
External Services	\$ 157,894	\$ 162,187	\$ 238,692
<b>TOTAL EXPENSES</b>	\$ 4,469,280	\$ 4,444,957	\$ 4,746,721
<b>ANNUAL SURPLUS (DEFICIT)</b>	\$ 0	(\$ 129,983)	(\$ 321,374)

**BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)**  
for the Year Ending August 31

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual Audited 2022/2023
<b>EXPENSES</b>			
Certificated salaries	\$ 1,992,043	\$ 2,086,324	\$ 2,042,487
Certificated benefits	\$ 306,278	\$ 294,500	\$ 429,183
Non-certificated salaries and wages	\$ 830,622	\$ 796,552	\$ 896,933
Non-certificated benefits	\$ 113,658	\$ 85,000	\$ 156,721
Services, contracts, and supplies	\$ 1,185,250	\$ 1,182,581	\$ 1,052,632
Capital and debt services			
Amortization of capital assets			
Supported	\$ -	\$ 0	\$ 120,468
Unsupported	\$ 41,429	\$ 0	\$ 43,752
Interest on capital debt			
Supported	\$ -	\$ 0	\$ 0
Unsupported	\$ -	\$ 0	\$ 0
Other interest and finance charges	\$ -	\$ 0	\$ 4,545
Losses on disposal of capital assets	\$ -	\$ 0	\$ 0
Other expenses	\$ -	\$ 0	\$ 0
<b>TOTAL EXPENSES</b>	\$ 4,469,280	\$ 4,444,957	\$ 4,746,721

BUDGETED SCHEDULE OF PROGRAM OPERATIONS  
for the Year Ending August 31

Approved Budget 2024/2025

REVENUES	Approved Budget 2024/2025						Actual Audited 2022/23	
	Instruction		Operations and Maintenance	Transportation	System Administration	External Services		TOTAL
	ECS	Grade 1 to 12						
(1) Alberta Education	\$ 162,303	\$ 2,994,357	\$ 308,670	\$ 237,614	\$ 237,336	\$ -	\$ 3,940,280	\$ 3,934,948
(2) Alberta Infrastructure - non remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4) Other - Government of Alberta	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	\$ 25,706
(5) Federal Government and First Nations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(6) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(10) Fees	\$ -	\$ 141,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(11) Sales of services and products	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,800	\$ 124,068
(12) Investment income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280,700	\$ 280,700	\$ 231,474
(13) Gifts and donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,233
(14) Rental of facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,761
(15) Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 1,907
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 95,000	\$ 88,250
(17) Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(18) TOTAL REVENUES	\$ 162,303	\$ 3,136,157	\$ 308,670	\$ 237,614	\$ 237,336	\$ 387,200	\$ 4,469,280	\$ 4,425,347

EXPENSES	Approved Budget 2024/2025						Actual Audited 2022/23	
	Instruction		Operations and Maintenance	Transportation	System Administration	External Services		TOTAL
	ECS	Grade 1 to 12						
(19) Certificated salaries	\$ 94,759	\$ 1,788,635	\$ -	\$ -	\$ 108,649	\$ -	\$ 1,992,043	\$ 2,042,487
(20) Certificated benefits	\$ 14,214	\$ 291,014	\$ -	\$ -	\$ 1,050	\$ -	\$ 306,278	\$ 429,183
(21) Non-certificated salaries and wages	\$ -	\$ 720,315	\$ 67,067	\$ -	\$ 43,240	\$ -	\$ 830,622	\$ 896,933
(22) Non-certificated benefits	\$ -	\$ 100,421	\$ 8,048	\$ -	\$ 5,189	\$ -	\$ 113,658	\$ 156,721
(23) SUB - TOTAL	\$ 108,973	\$ 2,900,385	\$ 75,115	\$ -	\$ 158,128	\$ -	\$ 3,242,601	\$ 3,525,324
(24) Services, contracts and supplies	\$ -	\$ 397,701	\$ 328,922	\$ 225,733	\$ 75,000	\$ 157,894	\$ 1,185,250	\$ 1,052,632
(25) Amortization of supported tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,468
(26) Amortization of unsupported tangible capital assets	\$ -	\$ -	\$ 41,429	\$ -	\$ -	\$ -	\$ 41,429	\$ 43,752
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(29) Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(30) Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(31) Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(32) Other interest and finance charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(33) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,545
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(35) TOTAL EXPENSES	\$ 108,973	\$ 3,298,086	\$ 445,466	\$ 225,733	\$ 233,128	\$ 157,894	\$ 4,469,280	\$ 4,746,721
(36) OPERATING SURPLUS (DEFICIT)	\$ 53,330	\$ (161,929)	\$ (136,796)	\$ 11,881	\$ 4,208	\$ 229,306	\$ -	\$ (321,374)

**BUDGETED SCHEDULE OF FEE REVENUE  
for the Year Ending August 31**

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
<b>FEES</b>			
TRANSPORTATION	\$0	\$0	\$0
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$78,600	\$69,875	\$69,300
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$56,000	\$47,925	\$47,268
<b>FEES TO ENHANCE BASIC INSTRUCTION</b>			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$7,200	\$0	\$0
ECS enhanced program fees	\$0	\$0	\$0
Activity fees	\$0	\$0	\$0
Other fees to enhance education (Describe here)	\$0	\$0	\$0
<b>NON-CURRICULAR FEES</b>			
Extra-curricular fees	\$0	\$0	\$0
Non-curricular goods and services	\$0	\$0	\$0
Non-curricular travel	\$0	\$0	\$7,500
OTHER FEES (Describe here)	\$0	\$0	\$0
<b>TOTAL FEES</b>	\$141,800	\$117,800	\$124,068

PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY

Please disclose amounts paid by parents of students that are recorded as "Sales of services and products" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
Cafeteria sales, hot lunch, milk programs	\$0	\$0	\$44,554
Special events	\$0	\$0	\$16,525
Sales or rentals of other supplies/services	\$0	\$0	\$6,696
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$0	\$0	\$0
Preschool	\$0	\$0	\$0
Child care & before and after school care	\$280,700	\$227,000	\$214,837
Lost item replacement fees	\$0	\$0	\$0
Other (describe) Casino fundraising	\$40,000	\$0	\$37,000
Other (describe) NSF Fee	\$0	\$0	\$112
Other (describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
<b>TOTAL</b>	\$320,700	\$227,000	\$319,724

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)

for the Year Ending August 31

	(1) ACCUMULATED OPERATING SURPLUS/DEFICITS (2+3+4+7)	(2) INVESTMENT IN TANGIBLE CAPITAL ASSETS	(3) ENDOWMENTS	(4) ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	(5) UNRESTRICTED SURPLUS	(6) INTERNALLY RESTRICTED OPERATING RESERVES	(7) CAPITAL RESERVES
<b>Actual balances per AFS at August 31, 2023</b>	\$521,390	\$163,431	\$0	\$357,959	\$261,308	\$96,651	\$0
<b>2023/2024 Estimated impact to AOS for:</b>							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	(\$129,984)			(\$129,984)			\$0
Estimated board funded capital asset additions							\$0
Projected board funded ARO tangible capital asset additions							\$0
Estimated disposal of unsupported tangible capital assets	\$0						\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0						\$0
Estimated amortization of capital assets (expense)							\$0
Estimated capital revenue recognized - Alberta Education							\$0
Estimated capital revenue recognized - Alberta Infrastructure							\$0
Estimated capital revenue recognized - Other GOA							\$0
Estimated capital revenue recognized - Other sources							\$0
Budgeted amortization of ARO tangible capital assets							\$0
Budgeted amortization of supported ARO tangible capital assets							\$0
Budgeted board funded ARO liabilities - recognition							\$0
Budgeted board funded ARO liabilities - remediation							\$0
Estimated changes in Endowments	\$0		\$0				\$0
Estimated unsupported debt principal repayment							\$0
Estimated reserve transfers (net)							\$0
Estimated assumptions/transfers of operations - capital lease addition	\$0						\$0
<b>Estimated Balances for August 31, 2024</b>	<b>\$391,406</b>	<b>\$163,431</b>	<b>\$0</b>	<b>\$227,975</b>	<b>\$131,324</b>	<b>\$96,651</b>	<b>\$0</b>
<b>2024/25 Budget projections for:</b>							
Budgeted surplus(deficit)	\$0				\$0		\$0
Projected board funded tangible capital asset additions							\$0
Projected board funded ARO tangible capital asset additions							\$0
Budgeted disposal of unsupported tangible capital assets	\$0						\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0						\$0
Budgeted amortization of capital assets (expense)		(\$41,429)		\$41,429			\$0
Budgeted capital revenue recognized - Alberta Education							\$0
Budgeted capital revenue recognized - Alberta Infrastructure							\$0
Budgeted capital revenue recognized - Other GOA							\$0
Budgeted capital revenue recognized - Other sources							\$0
Budgeted amortization of ARO tangible capital assets							\$0
Budgeted amortization of supported ARO tangible capital assets							\$0
Budgeted board funded ARO liabilities - recognition							\$0
Budgeted board funded ARO liabilities - remediation							\$0
Budgeted changes in Endowments	\$0		\$0				\$0
Budgeted unsupported debt principal repayment							\$0
Projected reserve transfers (net)							\$0
Projected assumptions/transfers of operations - capital lease addition	\$0						\$0
<b>Projected Balances for August 31, 2025</b>	<b>\$391,406</b>	<b>\$122,002</b>	<b>\$0</b>	<b>\$269,404</b>	<b>\$172,753</b>	<b>\$96,651</b>	<b>\$0</b>

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

	Unrestricted Surplus Usage			Operating Reserves Usage			Capital Reserves Usage		
	Year Ended			Year Ended			Year Ended		
	31-Aug-2025	31-Aug-2026	31-Aug-2027	31-Aug-2025	31-Aug-2026	31-Aug-2027	31-Aug-2025	31-Aug-2026	31-Aug-2027
Projected opening balance	\$131,324	\$172,753	\$172,753	\$96,651	\$96,651	\$96,651	\$0	\$0	\$0
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0						
Budgeted disposal of board funded TCA and ARO TCA	\$0	\$0	\$0				\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$41,429	\$0	\$0				\$0	\$0	\$0
Budgeted capital revenue recognized, including ARO assets amortization	\$0	\$0	\$0				\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0	\$0				\$0	\$0	\$0
Budgeted board funded ARO liabilities - recognition	\$0	\$0	\$0				\$0	\$0	\$0
Budgeted board funded ARO liabilities - remediation	\$0	\$0	\$0				\$0	\$0	\$0
Budgeted unsupported debt principal repayment	\$0	\$0	\$0				\$0	\$0	\$0
Projected reserves transfers (net)	\$0	\$0	\$0				\$0	\$0	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0				\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0				\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0				\$0	\$0	\$0
Decentralized school reserves	\$0	\$0	\$0				\$0	\$0	\$0
Non-recurring certificated remuneration	\$0	\$0	\$0				\$0	\$0	\$0
Grid creep, net salary increases	\$0	\$0	\$0				\$0	\$0	\$0
Non-recurring non-certificated remuneration	\$0	\$0	\$0				\$0	\$0	\$0
Non-recurring contracts, supplies & services	\$0	\$0	\$0				\$0	\$0	\$0
Professional development, training & support	\$0	\$0	\$0				\$0	\$0	\$0
Transportation Expenses	\$0	\$0	\$0				\$0	\$0	\$0
Operations & maintenance	\$0	\$0	\$0				\$0	\$0	\$0
Increased insurance costs - unsupported	\$0	\$0	\$0				\$0	\$0	\$0
English language learners	\$0	\$0	\$0				\$0	\$0	\$0
System Administration	\$0	\$0	\$0				\$0	\$0	\$0
OH&S / wellness programs	\$0	\$0	\$0				\$0	\$0	\$0
B & S administration organization / reorganization	\$0	\$0	\$0				\$0	\$0	\$0
Debt repayment	\$0	\$0	\$0				\$0	\$0	\$0
POM expenses	\$0	\$0	\$0				\$0	\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0				\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0	\$0				\$0	\$0	\$0
Repairs & maintenance - Technology	\$0	\$0	\$0				\$0	\$0	\$0
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0				\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0	\$0				\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0				\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - School land & building	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - School modular & additons	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0				\$0	\$0	\$0
Capital Costs - Furniture & Equipment	\$0	\$0	\$0				\$0	\$0	\$0
Capital costs - Other	\$0	\$0	\$0				\$0	\$0	\$0
Building leases	\$0	\$0	\$0				\$0	\$0	\$0
Other 1 - please use this row only if no other row is appropriate	\$0	\$0	\$0				\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0				\$0	\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0				\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0				\$0	\$0	\$0
<b>Estimated closing balance for operating contingency</b>	<b>\$172,753</b>	<b>\$172,753</b>	<b>\$172,753</b>	<b>\$96,651</b>	<b>\$96,651</b>	<b>\$96,651</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Total surplus as a percentage of 2025 Expenses	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%
ASO as a percentage of 2025 Expenses	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%	6.03%

**DETAILS OF RESERVES AND  
MAXIMUM OPERATING RESERVE LIMIT EXEMPTION CRITERIA  
for the Year Ending August 31, 2024**

This template is designed to provide information about your school jurisdiction's reserves and to assist you in determining if you need to submit a letter requesting an exemption to exceed the maximum limit of Operating Reserves to the Minister. It has been split in to two parts, exemptions (Row 20 - 45) and transfers between operating and capital reserves (Row 46 - 61).

As per the 2023/24 Funding Manual, a formal request for an exemption to exceed the 2023/24 maximum operating reserve must be approved by the board and submitted to the Minister. If a reserve request to exceed the limit is required, please submit your formal letter by November 30, 2024. This tab should be attached as a supplement to your formal request. School jurisdictions who are projecting their 2023/24 operating reserves to be over their 2023/24 maximum limit, which is based on the school jurisdiction's 2023/24 system administration percentage (3.2% to 5%), must complete Section A. These school jurisdictions will only require an exemption for the 2023/24 school year and not in the 2024/25 school year, assuming the balance is still below 6% in 2024/25. School jurisdictions projecting 2023/24 operating reserves to be over their maximum limit for 2023/24 AND the new 2024/25 limit of 6% of total expenses must complete both Section A and B, as they will need to demonstrate when operating reserves will be drawn down below 6% over the subsequent school years. School jurisdictions who are projecting to be below their maximum limit in 2023/24 are not required to complete Section A or B.

If your school jurisdiction is projecting to transfer between operating and capital reserves for the 2023/24 and/or 2024/25 school year, please complete the section under Row 46. The transfer amounts reported should agree with the 'AOS' tab. Please note that a letter requesting Ministerial approval is required to transfer from Capital to Operating Reserves.

**PART 1: EXEMPTIONS**

	Amount
Estimated Accumulated Surplus/(Deficit) from Operations as at Aug. 31, 2024	\$ 227,975
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)	\$ 48,594
<b>Estimated 2023/24 Operating Reserves</b> 3.78%	<b>\$ 179,381</b>
 Maximum 2023/24 Operating Reserve Limit      6.00%	 <b>\$ 237,336</b>
<b>Estimated 2023/24 Operating Reserves Over Maximum Limit</b>	<b>\$ (57,955)</b>

**SECTION A: (MAX LIMIT EXEMPTION CRITERIA)**

Please provide detailed rationale and planned usage for operating reserves in excess of the 2023/24 maximum: \$ (57,955)

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

**SECTION B: (MAX LIMIT EXEMPTION CRITERIA)**

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

	2024/25	2025/26	2026/27	Additional Comments
Opening operating reserve balance	\$ 179,381	\$ 179,381	\$ 179,381	
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
	<b>\$ 179,381</b>	<b>\$ 179,381</b>	<b>\$ 179,381</b>	
	3.78%	3.78%	3.78%	

**PART 2: TRANSFERS BETWEEN OPERATING AND CAPITAL RESERVES**

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

	2023-24	Detailed Rationale
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ -	
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
<b>Net Transfer Between Operating and Capital Reserves</b>	<b>\$ -</b>	
	2024-25	Detailed Rationale
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ -	
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
<b>Net Transfer Between Operating and Capital Reserves</b>	<b>\$ -</b>	



**PROJECTED STUDENT STATISTICS  
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

**Budgeted  
2024/2025  
(Note 2)**      **Actual  
2023/2024**      **Actual  
2022/2023**

**Grades 1 to 12**

Eligible Funded Students:

Grades 1 to 9	350	343	341	Head count
Grades 10 to 12	-	-	-	Head count
<b>Total</b>	<b>350</b>	<b>343</b>	<b>341</b>	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	2.0%	0.6%		Grade 7-9 still in growing stage

Other Students:

Total	-	-	-	Note 3
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Total Net Enrolled Students	350	343	341	
Home Ed Students	-	-	-	Note 4
<b>Total Enrolled Students, Grades 1-12</b>	<b>350</b>	<b>343</b>	<b>341</b>	
Percentage Change	2.0%	0.6%		

Of the Eligible Funded Students:

Students with Severe Disabilities	6	5	8	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	32	32	32	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**EARLY CHILDHOOD SERVICES (ECS)**

Eligible Funded Children	50	50	50	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	-	-	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	<b>50</b>	<b>50</b>	<b>50</b>	
Program Hours	475	475	475	Minimum program hours is 475 Hours
FTE Ratio	0.500	0.500	0.500	Actual hours divided by 950
FTE's Enrolled, ECS	25	25	25	
Percentage Change	0.0%	0.0%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Home Ed Students	-	-	-	Note 4
<b>Total Enrolled Students, ECS</b>	<b>50</b>	<b>50</b>	<b>50</b>	
Percentage Change	0.0%	0.0%		

Of the Eligible Funded Children:

Students with Severe Disabilities (PUF)	2	-	2	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	7	7	21	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**NOTES:**

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

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

CERTIFICATED STAFF	Budget		Actual		Actual		Notes
	2024/25		2023/24		2022/23		
	Total	Union Staff	Total	Union Staff	Total	Union Staff	
School Based	20	-	20	-	21	-	Teacher certification required for performing functions at the school level.
Non-School Based	1	-	1	-	-	-	Teacher certification required for performing functions at the system/central office level.
<b>Total Certificated Staff FTE</b>	<b>21.0</b>	<b>-</b>	<b>21.0</b>	<b>-</b>	<b>20.6</b>	<b>-</b>	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	0.0%		1.8%		1.8%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.
If an average standard cost is used, please disclose rate:	-		-		-		
Student F.T.E. per certificated Staff	19.047619		1871%		1895%		

**Certificated Staffing Change due to:**

	-						If there is a negative change impact, the small class size initiative is to include any/all teachers retained.
Enrolment Change	-	-					
Other Factors	-	-					
<b>Total Change</b>	<b>-</b>	<b>-</b>					<b>Year-over-year change in Certificated FTE</b>

**Breakdown, where total change is Negative:**

Continuous contracts terminated	-	-					FTEs
Non-permanent contracts not being renewed	-	-					FTEs
Other (retirement, attrition, etc.)	-	-					
<b>Total Negative Change in Certificated FTEs</b>	<b>-</b>	<b>-</b>					<b>Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.</b>

*Please note that the information in the section below only includes Certificated Number of Teachers (not FTEs):*

**Certificated Number of Teachers**

Permanent - Full time	17	-	18	-	16	-
Permanent - Part time	1	-	-	-	-	-
Probationary - Full time	1	-	-	-	2	-
Probationary - Part time	1	-	-	-	-	-
Temporary - Full time	2	-	1	-	2	-
Temporary - Part time	-	-	3	-	1	-

**NON-CERTIFICATED STAFF**

Instructional - Education Assistants	8	-	8	-	9	-	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	2	-	2	-	2	-	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	1	-	1	-	1	-	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	-	-	-	-	-	-	Bus drivers employed, but not contracted
Transportation - Other Staff	-	-	-	-	-	-	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	0	-	0	-	1	-	Personnel in System Admin. and External service areas.
<b>Total Non-Certificated Staff FTE</b>	<b>11.0</b>	<b>-</b>	<b>11.0</b>	<b>-</b>	<b>13.0</b>	<b>-</b>	<b>FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.</b>
Percentage Change	0.0%		-15.4%		-15.4%		

**Explanation of Changes to Non-Certificated Staff:**

Operations & Maintenance is .6; Other is .4 (above rounds up and down)

**Additional Information**

Are non-certificated staff subject to a collective agreement?  No

Please provide terms of contract for 2023/24 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.

School Jurisdiction Code: 12

System Admin Expense Limit %	
0012 Suzuki Charter School Society	5.00%