



**Christ the Teacher Roman Catholic Separate School Division #212**

*Believe ...*

*Belong ...*

*Become*

# **Annual Report**

**2013-14**

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## **Christ the Teacher R.C.S.S.D. #212**

*Believe ... Belong ... Become*

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## Letter of Transmittal



Honourable Don Morgan, Q.C.  
Minister of Education

Dear Minister Morgan:

The Board of Education of Christ the Teacher R.C.S.S.D. #212 is pleased to provide you and the residents of our school division with the 2013-14 annual report. This report outlines activities and accomplishments of the school division and provides audited financial statements for the fiscal year September 1, 2013 to August 31, 2014.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Rathgeber". The ink is dark and the signature is fluid.

Lisa Rathgeber  
Chairperson

## Highlights/Accomplishments for 2013-14

We express gratitude to our staff, students, families and parishes for their genuine commitment to our division and school learning priorities and to the *Saskatchewan Plan for Growth: Vision 2020 and Beyond*. We are grateful for all God's blessings and the sharing of talents that have contributed to our success in 2013-14. Below are some of the 2013-14 highlights:

**100 Years of Catholic Education at St. Henry's Schools** - During the 2013-14 school year, St. Henry's Schools in Melville celebrated 100 years of Catholic education! Former and current students, teachers, staff, administration, clergy, religious and school board members gathered to celebrate on May 29 - June 1. One hundred years of imparting faith and knowledge is a tremendous accomplishment. We extend our thanks and recognition to the visionaries who started Catholic education in the community of Melville and also extend gratitude to board members and staff members who served us so well over the last century.

**Investing in Teachers for Student Achievement Initiative** - To achieve the *Saskatchewan Plan for Growth: Vision 2020 and Beyond* and our division's learning outcomes for students, a critical priority for our division has been to support classroom instruction. The division developed a five-year professional learning plan to support all prekindergarten to grade 12 teachers to utilize identified practices in instruction and assessment to support the achievement of student learning goals. Year one of the plan was implemented during the 2013-14 school year, with early learning and assessment being the focus areas. The plan also supported the implementation of a new student progress report through its work in criteria development.

**Early Learning Success** - Supporting early learners and emergent readers has been an ongoing priority for Christ the Teacher Catholic School Division. We celebrate our literacy results with 89% of grade one, 88% of grade two, and 78% of grade three students reading at or above grade level as measured by provincial benchmarks! We also celebrate our kindergarten readiness data with 92% of kindergarten students scoring within the appropriate range in four of the five early learning domains measured by the provincial Early Years Evaluation!

**Trades Training** - The *Transition to Youth Employment Project* offered trade-specific training, educational opportunities and career readiness preparation to support the transition to employment for 36 students during the 2013-14 school year. The success of the project was reflected in the student motivation to return to academic programming, to transition into apprenticeship agreements and to enter into the workforce. The positive relationships among community partners, staff and students were paramount in ensuring the success of the construction, electrical, plumbing and cosmetology programs offered. This project was made possible through funds provided by Aboriginal Affairs and Northern Development Canada's Aboriginal Strategy.

**Stewardship Focus** - In 2013-14, Christ the Teacher Catholic School Division entered year three of its stewardship plan, focussing on one of the cornerstones of good stewardship - *trust in God*. Trusting in God enables us to be good stewards of our resources. We believe that if we share with others, God will always give us what we need in return. By teaching our students the importance of trusting in God, stewardship lived in service to others can become a way of life for them.

## **Introduction**

This annual report presents an overview of the Christ the Teacher Catholic School Division's activities and results for the fiscal year September 1, 2013 to August 31, 2014.

This annual report provides a snapshot of the division, its governance structures, students, staff, programs and facilities. It also includes results and analysis of a number of indicators that contribute to student success.

In addition to detailing the School Division's activities and performance, this report provides a financial overview and audited financial statements, and includes appendices such as an organizational chart, school list and payee list.

Financial statements included in this report have been audited by an independent auditor following the Canadian Generally Accepted Auditing Standards.

# School Division Profile

## *About Us*

Christ the Teacher Catholic School Division is a small urban/rural school division with 8 schools located in 3 communities. The Division is located in east central Saskatchewan. The division includes the communities of Melville, Theodore and Yorkton. The map on the right shows the geographic location of Christ the Teacher Catholic School Division.

The Division is divided into five subdivisions for purposes of board representation and is governed by an elected board of ten trustees.

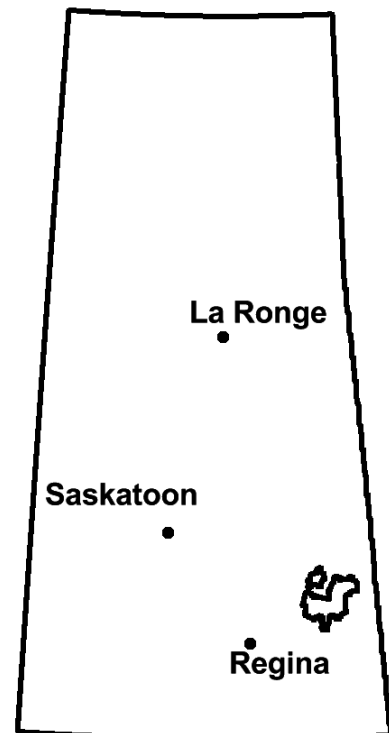
Representation is as follows:

- City of Melville – 3 representatives
- Melville Rural – 1 representative
- Theodore – 1 representative
- City of Yorkton – 4 representatives
- Yorkton Rural – 1 representative

The school division head office is located in Yorkton.

The economy of the Christ the Teacher Catholic School Division area is mixed. The communities of Yorkton and Melville are the retail and service centres for more than 200,000 residents of the eastern part of our province, and western Manitoba. Two large potash mines are located to the east of our division. As well, small and medium-sized businesses manufacture farm equipment and farm-related products.

**Location of Christ the Teacher  
Catholic School Division**



## ***Division Philosophical Foundation***

**Division Mission Statement** - As a Christ-Centred learning community, we engage and challenge all learners, model and form character, know Christ and make Him known.

### **Division Motto**

*Believe ... Belong ... Become*

**Division Core Values** - We believe that success in Christ the Teacher Catholic Schools can only be achieved by an unconditional commitment to our core values.

Christ is our greatest teacher and the values He taught us in His gospels must permeate all aspects of daily life in the schools of the Division.

Therefore, our core values provide direction, foster understanding and define expectations for relationships, interactions and behaviours within the Division.

**Faith** - We develop a relationship with Christ, following his example by loving and serving others.

**Respect** - We value all people and treat one another with dignity and compassion.

**Learning** - We continually grow in our expertise and proficiency to support the learning of all students.

**Integrity** - We adhere to moral principles in our words and actions.

**Stewardship** - We use the gifts God has given us to do the work God is calling us to do.



## Program Overview

The students in Christ the Teacher Catholic schools are diverse. They vary in personal circumstances, learning styles, interests, and individual strengths and needs. In order to provide the best education possible for all our students, Christ the Teacher Catholic School Division offers a wide range of programs in its 8 schools.

Central to the program in every school is the provincially-mandated core curricula, broad areas of learning and cross-curricular competencies. Classroom instruction is designed to incorporate differentiated instruction, First Nations and Métis (FNM) content, perspectives and ways of knowing, and the adaptive dimension.

In addition, each school in the Division offers specialized programming that responds to the needs of its students. The following list identifies programs in operation at one or more of the Division's schools:

- Religion programming
- Alternative programming for vulnerable students
- Community school programming
- Core French instruction
- English as an Additional Language programming
- French immersion programming
- Music/band programming
- Nutrition programs
- Prekindergarten programs
- Technology-enhanced learning
- Advanced Placement programming

Additional services and supports are offered to students and teachers by specialized School Division staff including:

- Religious Education Consultant
- Instruction and Assessment Consultant
- Coordinator of Student Achievement and Supports
- Instructional Coach
- Psychologist
- Speech and Language Pathologist
- Occupational Therapist
- Physical Therapist
- School Counsellors
- Career Counsellor

Programming highlights for 2013-14 included:

**Investing in Teachers for Student Achievement Initiative** - Prekindergarten and kindergarten teachers met eight times as a large group to focus on creating early childhood environments that were responsive to the needs of students. Teachers, along with school administration and student support teachers, used Early Years Evaluation data to create school level responses to best meet the individual needs of students. Teachers also participated in three site tours of exceptional early childhood facilities in the province. Evidence of success and growth in student learning was celebrated as our kindergarten readiness data increased from 61% of kindergarten students scoring within the appropriate range in four of the five early learning domains measured by the provincial Early Years Evaluation in November to 92% at year-end!

Teachers in grades one and two met eight times as a large group to focus on the literacy development of students. Teachers were trained on the administration of phonological awareness, phonics and reading assessments and on how to use the data to tailor classroom instruction to meet the individual needs of students. Teachers also utilized a reading and writing continuum throughout the learning sessions to aid in setting targets for developmental skills. We celebrate our literacy

results with 89% of Grade 1 English and 88% of Grade 2 English and French Immersion students reading at or above grade level as measured by provincial benchmarks in June 2014.

**Reading** - Research demonstrates that students who are reading below grade level by the middle of Grade 3 are likely to have difficulty reading for the rest of their school career. In June 2014, 78% of Grade 3 English and French Immersion students in Christ the Teacher Catholic School Division were reading at or above grade level. The School Division continued, as part of its Learning Achievement Program, to provide intensive intervention for those students requiring support to meet grade level expectations. The program included support at both the Tier I (classroom) and Tier II (small-group intervention) levels. Both Tier I and Tier II focused on three critical and interrelated areas:

- **Assessment to Inform Instruction** – Teachers collected reading level data numerous times throughout the year to inform instruction and determine supports required.
- **Research-Based Tiered Interventions** – Classroom teachers, with the support of Learning Achievement Coaches, provided individual, small group and whole group reading instruction to meet the needs of all learners. Systematic, small-group intervention based on assessment data was provided in addition to classroom literacy instruction.
- **Instructional Support** – The Instructional Coach supported teachers in the classrooms with promising practices for literacy instruction and provided assistance with administering benchmark assessments and planning responsive instruction based on individual data.

**Writing** - Grades 3, 6 and 9 English and French Immersion teachers implemented a division benchmark assessment in December and May based on the “6+1 Traits of Writing”. Grade-alike scoring of the writing provided critical opportunities for teachers to discuss student writing and assessment at both the division and school level.

**Assessment and Instruction** - A focus on Assessment and Instruction in the division aligned with the implementation of the new division Student Progress Reports for grades K-9. The progress reports required a shift to assessment by level when tracking student progress toward specific outcomes and were supported by the creation of criteria to determine levels of achievement. Teachers in grades 1 to 9 participated in the creation of criteria rubrics for Social Studies, Sciences Humaines, Science, English Language Arts, French Language Arts, Physical Education, Health and Religion. The levelled rubrics were designed to track evidence of student learning based on products, conversations, and observations. Criteria development will continue in the 2014-15 school year.

## School Division Planning

Christ the Teacher Catholic School Division has a well-coordinated planning process which enables alignment of School Division priorities with provincial priorities.

Throughout 2013-14, Christ the Teacher Catholic School Division collaborated with all school divisions and the Ministry of Education to develop, for the first time, an Education Sector Strategic Plan (ESSP) for 2014-2020. This plan will align the work of all school divisions and the Ministry in working toward improving education outcomes of Saskatchewan students. The ESSP includes strategies, outcomes and measures to ensure that the targets identified in the *Saskatchewan Plan for Growth* are achieved. This plan will be deployed in 2014-15.

During the 2013-14 school year, Christ the Teacher Catholic School Division began to align its strategic planning process with the strategies, outcomes and measures targeted in the ESSP. Division planning committees, consisting of central office administration and school staff members, collaborated to determine initial high level actions, key strategies and timelines to achieve divisional outcomes in the following areas:

- Early Learning
- Learning Achievement
- Graduation Rates
- Faith Formation
- Supporting Learning

# **The School Division in the Community**

Christ the Teacher Catholic School Division is an integral part of community life in east central Saskatchewan. The Division, as a whole, and individual schools are linked to the broader community in a multitude of ways. The Board of Education places strong emphasis on community and parent involvement, and on community partnerships.

## ***Community and Parent Involvement***

Research has shown that students achieve at higher levels in school when their parents/guardians and other community members are involved in education. The schools in Christ the Teacher Catholic School Division all have programs and initiatives to encourage community and parent involvement. These programs vary from school to school and are unique to each community. Whether hosting open-house events, meals, BBQs, student-led conferences, religious celebrations or other activities, our schools recognize the significant impact parent and community engagement has on increased student learning. Some examples of community partnerships that Christ the Teacher Catholic School Division is involved in are described below.

## ***Community Partnerships***

The Christ the Teacher Catholic School Division and individual schools within the Division have established a range of formal and informal community partnerships in order to promote student learning and ensure that students' school experience is positive and successful.

**Career & Employment Fair** - Christ the Teacher Catholic School Division partnered with Parkland Community College and Good Spirit School Division to coordinate the Career Explorations 2013 Career & Employment Fair. Approximately 2300 youth attended this full-day opportunity to gather career and employment information from 84 exhibitors and 40 exhibitor presentations.

**Transition to Work Program** - Christ the Teacher Catholic School Division partners with Can-Sask Career and Employment Services to deliver a Youth at Risk – Transition to Work program. The program targets youth who are either currently on social assistance or are unemployed and at risk of requiring social assistance. The program develops knowledge and skills through a focus on general life skills, pre-employment and requisite work/job skills, interpersonal skills, decision-making, drug and alcohol education, relevant academic learning, and healthy lifestyle choices. Career research and counselling is a foundational component of the program.

In addition, Christ the Teacher Catholic Schools has partnered with the Yorkton Tribal Council Labour Force Development Program (YTCLFDP) to support students in the Transition to Work program. The YTCLFDP supports the Transition to Work program by providing financial assistance for wages and appropriate work attire for the students. The goals of this program support are to reduce the degree of youth at risk, assist youth who face hardship and struggles in particular with the justice system, provide youth with an opportunity to be successful in the workforce, and to provide necessary training and workplace safety practices.

**Community Mobilization: Building Partnerships to Reduce Crime** - Community Mobilization is an effective, integrated multi-agency team, building safer and healthier communities by enhancing the delivery and responsiveness of human services for those in greatest need, and as a result, reducing crime and victimization. These goals are accomplished through the mobilization of existing resources to address individuals/families with acutely elevated levels of risk as recognized across a

range of service providers, a broader focus on long-term community goals and initiatives, and possible systemic recommendations arrived at via experience, research and analysis.

The HUB is a key component within the Community Mobilization model. The HUB provides immediate, coordinated, and integrated resources to address situations facing individuals and/or families with acutely elevated risk factors, as recognized across a range of service providers. The HUB is a multi-disciplinary forum that meets bi-weekly to discuss those specific cases to determine solutions through coordinated efforts. Our division dedicates 40% of a School Counsellor role to chair the HUB multi-agency team.

**Integrated Services Model: Engagement of Supporting Agencies** - Christ the Teacher Catholic School Division recognizes the importance of collaborative partnerships with community agencies to ensure that interagency case management services are in place for vulnerable students and their families.

Christ the Teacher Catholic School Division has a service agreement with the Sunrise Health Therapy Department to provide Occupational and Physical Therapy services to assist students with special needs.

The division has also partnered with Sunrise Mental Health and Addictions Services to provide support for students and families.

**Parishes** - Christ the Teacher Catholic School Division partners with our local parishes: St. Henry's Roman Catholic Parish in Melville, St. Gerard's Roman Catholic Church in Yorkton, and St. Mary's Ukrainian Catholic Church in Yorkton. The parish priests celebrate with our students and staff on a regular basis, as well as provide guidance and faith formation support to our students, staff and families. Christ the Teacher schools are grateful for the generous support of the parishioners and parish organizations as they continue to support special programs for all students, as well as provide significant contributions to our nutrition programs.

## Governance

The Board of Education provides governance for Christ the Teacher Catholic School Division as a whole and School Community Councils provide advice to individual schools.

### ***The Board of Education***

Christ the Teacher Catholic School Division is governed by a ten-person elected Board of Education. *The Education Act, 1995* gives the Board of Education the authority to “administer and manage the educational affairs of the school division” and to “exercise general supervision and control over the schools in the school division”.

The School Division is organized into five subdivisions for purpose of elections, but once elected the members of the Board of Education represent all students in the Division and are committed to providing the very best education possible for each and every student.

The current Board of Education was elected on October 24, 2012 and will serve a four-year term. Board of Education members are:

City of Melville – Del Killick	City of Yorkton - Jerome Niezgoda
City of Melville - Lisa Rathgeber (Chair)	City of Yorkton - Doreen Rathgeber (Vice-Chair)
City of Melville - Theresa Wilson	City of Yorkton - Dwayne Todas
Melville Rural - Angie Rogalski	City of Yorkton - Pat Zaryski
Theodore - Erin Gibson	Yorkton Rural - Dwight Guy

A list of the remuneration paid to board members is provided in Appendix D.



## ***School Community Councils***

The Board of Education has established a School Community Council (SCC) for each of the 8 schools in Christ the Teacher Catholic School Division.

School Community Councils are required by legislation to cooperate with school staff to develop a School Learning Improvement Plan that is aligned with the school division's Strategic Plan. School Learning Improvement Teams share the school's Learning Improvement Plan with the SCC. The SCC utilizes the school Learning Improvement Plan to develop parallel learning improvement goals. The School Community Councils develop action plans and strategies to actualize their school's Learning Improvement Plans. The school and SCC Learning Improvement Plans are submitted to the Division.

*The Education Regulations, 1986* require school divisions to undertake orientation, training, development and networking opportunities for their SCC members. In 2013-14 Christ the Teacher Catholic School Division conducted an SCC Learning Improvement Plan Sharing Symposium. All SCCs shared their Learning Improvement goals related to competence (academic), character (climate), and faith. This School Community Council and Board Forum, involving Board Members, Central Administration, Principals, and representatives from each School Community Council provides an opportunity for SCCs to network and engage in a dialogue regarding initiatives taken to support the Learning Improvement Plans.

Eight of the 8 SCCs in Christ the Teacher Catholic School Division are made up of the required number of elected and appointed members, as outlined in *The Education Regulations, 1986*. The actual number of members varies from one SCC to another. Our school division does not have any First Nations within the Division's boundaries.

Annually, the Board appoints a board member to each SCC; these board members attend at least one SCC meeting during the school year. This is an opportunity for the SCCs to communicate with the Board of Education.

## **Our Students and Staff**

The sections that follow provide information about the Christ the Teacher Catholic School Division's students and staff.

### ***Students***

In 2013-14, 1681 students were enrolled with Christ the Teacher Catholic School Division. This was an increase of 12 students from 2012-13 (1669 students) and an increase of 33 students when compared to 2011-12 (1648 students).

Our division is experiencing a positive increase in the number of Kindergarten students enrolling in our school division. This growth has resulted in an increase of 87 students enrolled in our K-3 classrooms over a three-year period from 2011-12 to 2013-14. This is a 17.2% increase in our K-3 classrooms.

Our division is also experiencing a reduction in our grade 9-12 enrolments. Our enrolment totals in these four grades indicate a reduction of 30 students, or a decrease of 5.9% of students, over these three years.

Our division also experienced a slight increase in the number of students who self-identified as First Nations or Métis. In 2013-14, 339 students self-identified as compared to 325 students in 2011-12 (an increase of 14 students or 4.3%).

French Immersion student enrolments have also increased over the past three years. Our division noted a 7.1% increase of 16 students enrolled in French Immersion programming over a three-year period from 2011-12 to 2013-14.

English as an Additional Language (EAL) learner enrolments have increased 19.0% from the 2012-13 to the 2013-14 school year, with 86.7% of the enrolment increase falling into the grade 1 to 3 grade-level grouping. The percentage of grade 1 to 12 EAL learners in our division is 6.1%.



**Figure 1: Enrollment by Grade – September 30**

Grade	School Year		
	2011-12	2012-13	2013-14
<b>Kindergarten</b>	140	147	150
<b>1</b>	126	141	157
<b>2</b>	119	136	145
<b>3</b>	122	119	142
<b>4</b>	115	122	111
<b>5</b>	125	122	124
<b>6</b>	119	130	122
<b>7</b>	128	124	129
<b>8</b>	148	137	125
<b>9</b>	139	131	125
<b>10</b>	137	158	133
<b>11</b>	93	88	112
<b>12</b>	137	114	106
<b>Total</b>	<b>1648</b>	<b>1669</b>	<b>1681</b>

<b>PreK</b>	76	75	65
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Note: The table above identifies the actual number of students enrolled in each grade as of September 30 of each year.

Source: Ministry of Education, 2014

**Figure 2: Enrollment by Subpopulation – September 30**

Subpopulation Enrolments	Grades	School Year		
		2011-12	2012-13	2013-14
<b>Self-Identified FNMI</b>	<b>K to 3</b>	96	105	107
	<b>4 to 6</b>	55	60	71
	<b>7 to 9</b>	85	73	67
	<b>10 to 12</b>	89	87	94
	<b>Total</b>	<b>325</b>	<b>325</b>	<b>339</b>
<b>French Immersion</b>	<b>K to 3</b>	80	90	100
	<b>4 to 6</b>	56	66	62
	<b>7 to 9</b>	64	51	46
	<b>10 to 12</b>	26	31	34
	<b>Total</b>	<b>226</b>	<b>238</b>	<b>242</b>
<b>English as an Additional Language</b>	<b>1 to 3</b>	–	28	41
	<b>4 to 6</b>	–	20	24
	<b>7 to 9</b>	–	20	21
	<b>10 to 12</b>	–	11	8
	<b>Total</b>	–	<b>79</b>	<b>94</b>

Note: The table above identifies the actual number of students enrolled in grade-level groupings as of September 30 of each year.

Source: Ministry of Education, 2014

## Staff Profile

The figure below provides an overview of all Division staff. An organizational chart showing the reporting structure is provided in Appendix B.

**Figure 3: School Division Staff – 2013-14**

Job Category	FTEs
<b>Classroom teachers</b>	109.67
<b>Principals &amp; Vice-principals (Administrative Time)</b>	7.96
<b>Other educational staff</b> – coordinator of student achievement and supports, religion consultant, instruction and assessment consultant, instructional coach, psychologist, speech language pathologist, occupational therapist, physical therapist, career counsellor, school counsellors, educational assistants, library technicians, nutrition worker, liaison workers, work transition staff	54.70
<b>Administrative and financial staff</b> – payroll clerk, accounts payable & school generated funds clerks, information technologists, and administrative assistants	12.43
<b>Plant operations and maintenance</b> – maintenance workers and caretakers	13.125
<b>Transportation</b> – rural transportation provided by Good Spirit School Division and urban transportation provided by Hertz Northern Bus Ltd	0
<b>Senior management team</b> – director of education, chief financial officer, superintendents, and supervisor of instruction and learning	5.0
<b>Total Full-Time Equivalent (FTE) Staff</b>	<b>202.885</b>

- Notes:
- The number of employees listed above represents full-time equivalents (FTEs). The actual number of employees is greater because some people work part-time or seasonally.
  - Some individuals are counted in more than one category. For example, a teaching principal might be counted 0.4 as a classroom teacher and 0.6 as a principal.
  - Information for all staff is as of August 31, 2014

Source: Christ the Teacher S D Human Resource Data System

Christ the Teacher Catholic School Division employs the full-time equivalent of 202.885 people. The School Division needs administrative assistants, educational assistants, library technicians, caretakers, information technologists, payroll and accounts payable clerks, and other staff in order to provide a quality education for students of the Division.

**Senior Management Team** – The Director of Education, Darrell Zaba, reports directly to the Board of Education. The following positions are also part of the Senior Management Team:

- Delmar Zwirsky – Chief Financial Officer
- Barbara MacKese – Superintendent of Education
- Chad Holinaty – Superintendent of Education
- Shannon Hahn – Supervisor of Instruction and Learning

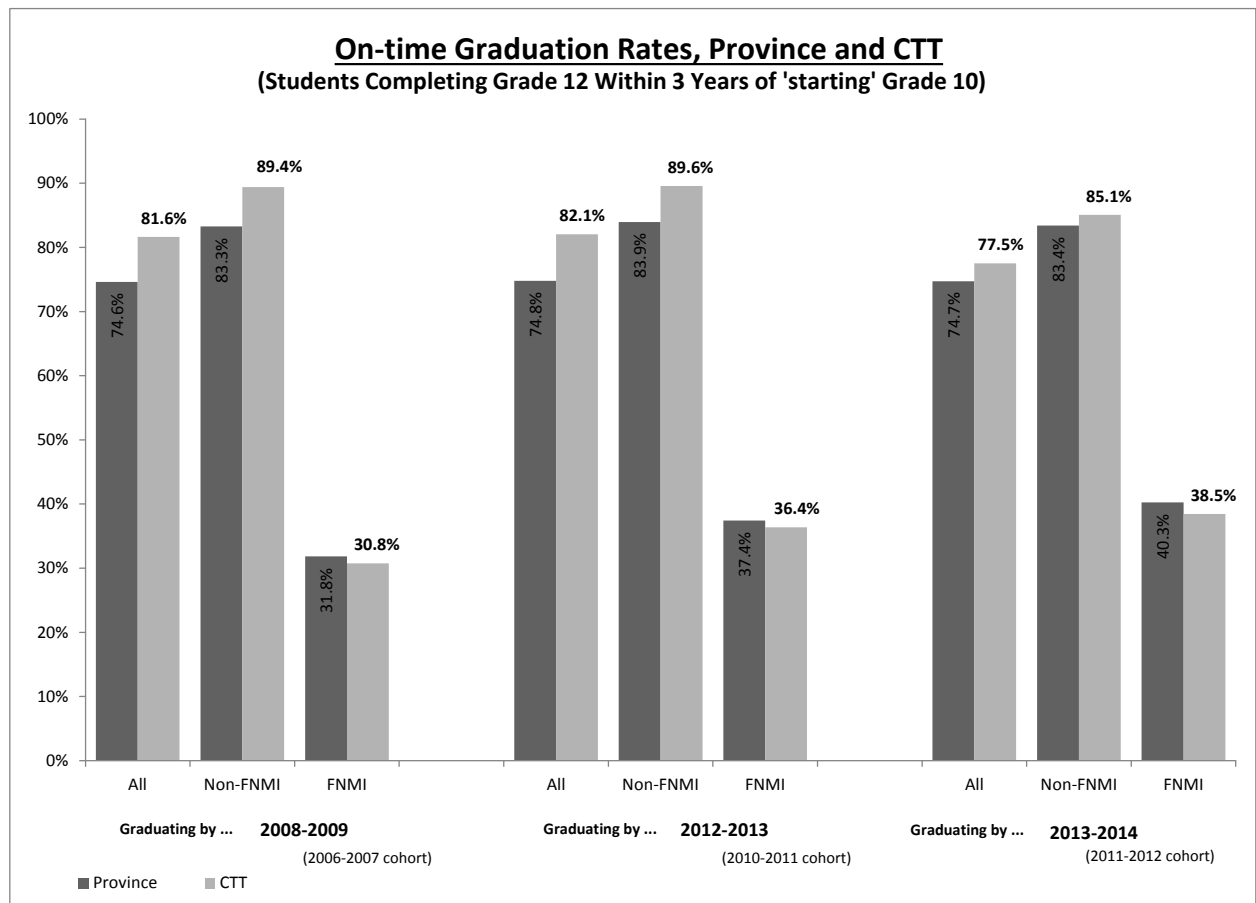
# Indicators

Increased student literacy and achievement is a priority for Christ the Teacher Catholic School Division. The indicators below illustrate student performance as informed by Division and provincial data.

## Grade 12 Graduation

**Three-Year Graduation Rates** – By June 2014, 77.5% of all Christ the Teacher Catholic School Division students graduated within three years of entering grade 10. This percentage represents a slight decrease in division graduation rates from 2009 and 2013, but an overall graduate rate that is higher than current provincial results by 2.8%. Breaking this total down into two sub-populations, 85.1% of non-First Nations and Métis (FNM) and 38.5% of self-identified FNM students graduated within three years of entering grade 10. Data for self-identified FNM students shows 7.8% improvement when compared to 2009 and 2.1% improvement when compared to the 2013.

**Figure 4: Grade 12 Graduation – Students Completing Grade 12 Within Three Years: Baseline Year with Two Most Recent Years**



Note:

On-time graduation rates are calculated as the percentage of students who complete Grade 12 within 3 years of 'starting' Grade 10.

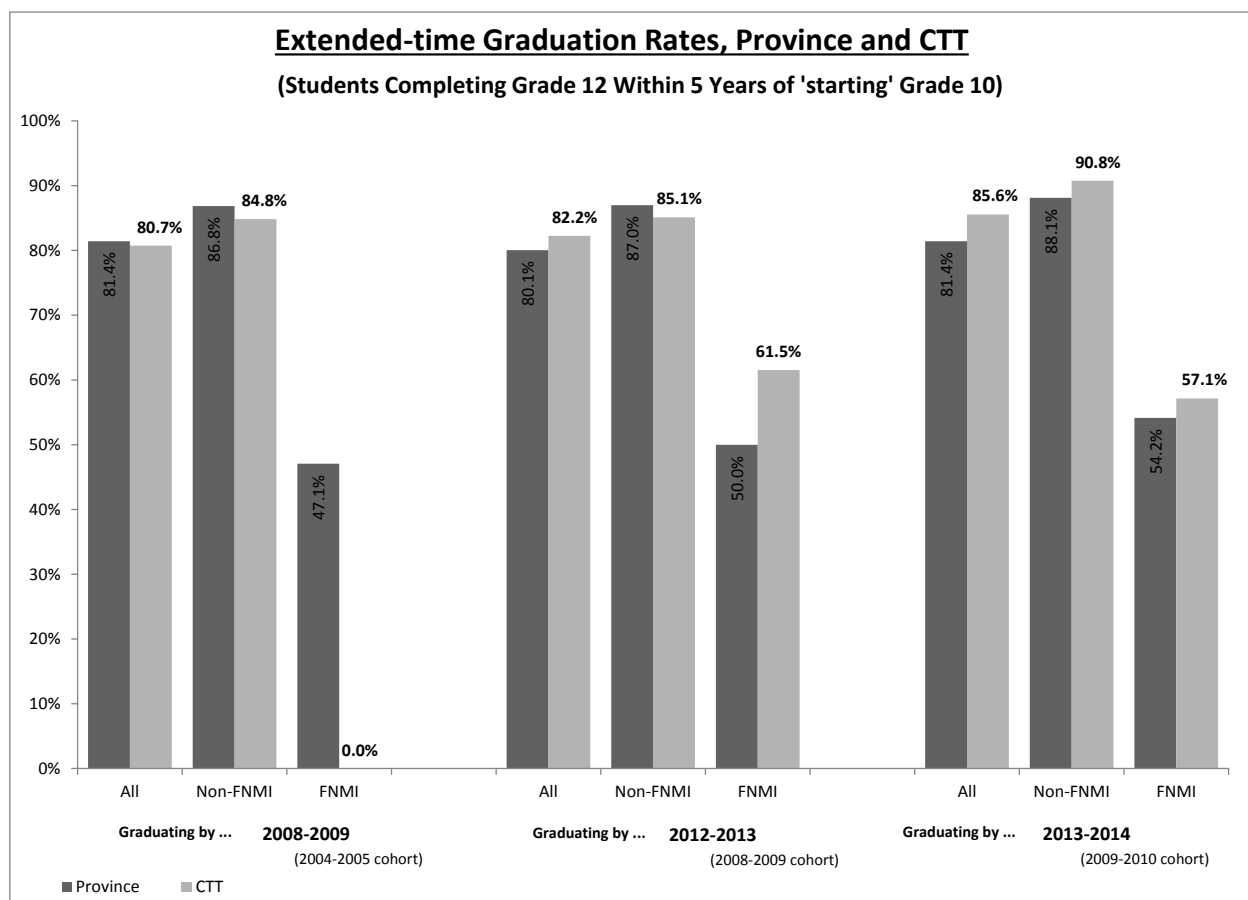
Results for populations of 10 or fewer have not been reported to avoid identifying individuals or very small groups of students.

FNMI students are those who choose to self-identify as First Nations (Registered/Treaty/Status Indian, Non-Status Indian), Métis, or Inuit/Inuk. Non-FNMI students are those who do not identify themselves to be FNMI, and may include FNMI students who choose not to self-identify.

Source: Ministry of Education, 2014

**Five-Year Graduation Rates** – Some students need more time to complete all the courses necessary to graduate, and so they continue in school longer than three years after beginning Grade 10. The graduation rate increases when these extra years of schooling are considered. By June 2014, 85.6% of all Christ the Teacher Catholic students who had entered Grade 10 five years previously had graduated. Christ the Teacher School Division's five-year graduation rate for all students shows a 3.4% improvement from 2013 and a 4.9% improvement from 2009. The extended-time graduation rate, when broken down into two sub-populations, indicates that 90.8% of non-First Nations and Métis (FNM) and 57.1% of self-identified FNM students graduated in 2014. These graduation rates are all slightly higher than provincial results.

**Figure 5: Grade 12 Graduation – Students Completing Grade 12 Within Five Years: Baseline Year with Two Most Recent Years**



**Note:**

Extended-time graduation rates are calculated as the percentage of students who complete Grade 12 within 5 years of 'starting' Grade 10 (and include those who graduate on-time).

Results for populations of 10 or fewer have not been reported to avoid identifying individuals or very small groups of students.

FNMI students are those who choose to self-identify as First Nations (Registered/Treaty/Status Indian, Non-Status Indian), Métis, or Inuit/Inuk. Non-FNMI students are those who do not identify themselves to be FNMI, and may include FNMI students who choose not to self-identify.

Source: Ministry of Education, 2014

## Average Final Marks

When registering for secondary level courses, students have many opportunities for choice.

In 2013-14, the average final marks for all Christ the Teacher Catholic School Division students exceeded the provincial results in all selected courses except Math: Workplace and Apprenticeship 10.

Although average marks of Christ the Teacher Catholic School Division's self-identified FNM students were similar to or higher than the provincial results in all courses, there is still a difference between FNM and non-FNM achievement.

**Figure 6: Average Final Marks in Selected Secondary Courses**

Average Final Marks in Selected Secondary-Level Courses 2013-14						
Subject	All Students		Non-FNMI		FNMI	
	Province	Christ the Teacher RCSSD	Province	Christ the Teacher RCSSD	Province	Christ the Teacher RCSSD
English Language Arts A 10	72.0	75.8	74.9	77.7	60.2	64.2
English Language Arts B 10	71.7	73.9	74.6	76.0	59.5	63.9
Science 10	70.6	72.4	73.9	75.5	57.1	60.5
Math: Workplace and Apprenticeship 10	71.1	66.5	74.6	70.0	57.8	57.5
Math: Foundations and Pre-calculus 10	70.7	72.4	72.9	73.4	58.5	nr
English Language Arts 20	73.0	74.5	74.9	75.4	63.3	68.0
Math: Workplace and Apprenticeship 20	66.9	78.5	69.6	64.9	59.5	nr
Math: Foundations 20	72.6	81.4	74.2	79.0	63.5	nr

Note:

Results for populations of 10 or fewer have not been reported to avoid identifying individuals or very small groups of students (nr).

FNMI students are those who choose to self-identify as First Nations (Registered/Treaty/Status Indian, Non-Status Indian), Métis, or Inuit/Inuk. Non-FNMI students are those who do not identify themselves to be FNMI, and may include FNMI students who choose not to self-identify.

Source: Ministry of Education, 2014

## Grade 7 to 10 Transitions

There are several critical transition points as students move through the Prekindergarten to Grade 12 education system. The transition from middle to secondary grades is particularly important. The figure below shows that the great majority of Christ the Teacher Catholic School Division students who begin Grade 7 are still in school three years later, with all of the FNM students in the 2010-11 cohort still in school.

**Figure 7: Student Transitions Between Grades 7 and 10**

	Grade 7 Cohort			Progressing from Grade 7 to 10 On-Time			Still In School
	2007-08 Baseline	2009-10	2010-11	2007-08 Cohort	2009-10 Cohort	2010-11 Cohort	2010-11 Cohort
<b>All students</b>	134	127	152	96.3%	97.6%	93.4%	96.7%
<b>Non-FNMI students</b>	na	107	118	na	99.1%	95.8%	95.8%
<b>FNMI students</b>	23	20	34	95.7%	90.0%	85.3%	100.0%

Note:

Students who have not progressed to Grade 10 “on-time” may have remained in a previous grade or were not re-enrolled in subsequent years. “Still in School” is the proportion of students either in Grade 10 or continuing a previous grade.

Results for populations of 10 or fewer have not been reported to avoid identifying individuals or very small groups of students (nr). Categories where results are not available at this time are recorded as (na).

FNMI students are those who choose to self-identify as First Nations (Registered/Treaty/Status Indian, Non-Status Indian), Métis, or Inuit/Inuk. Non-FNMI students are those who do not identify themselves to be FNMI, and may include FNMI students who choose not to self-identify.

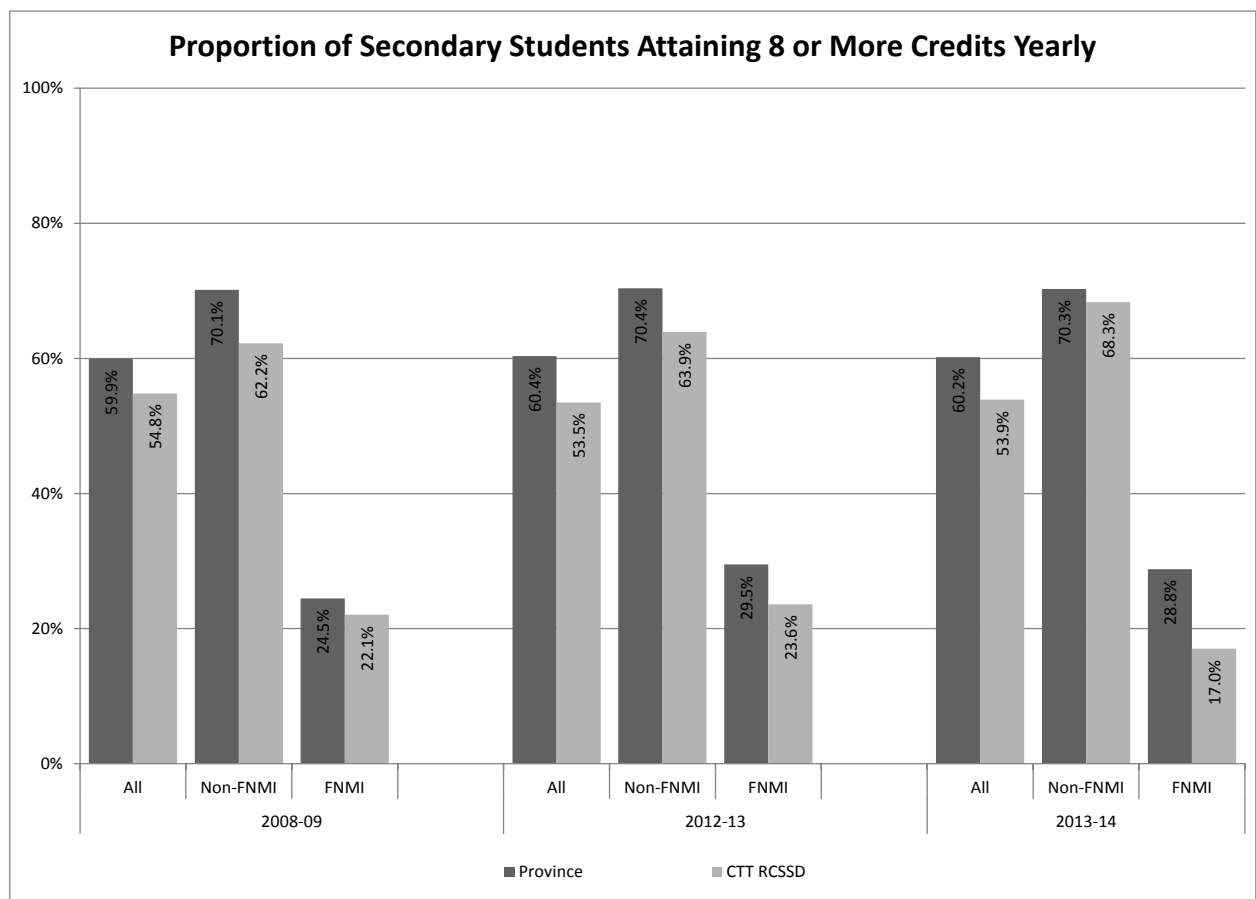
Source: Ministry of Education, 2014

## Credit Attainment

Saskatchewan secondary students must accumulate at least 24 secondary-level credits in order to graduate. This means that to graduate within a three-year period after beginning Grade 10, students must accumulate at least eight credits per year. In recent years, the provincial results have been relatively stable with approximately 60% of all students attaining 8.0 or more credits per year.

In 2013-14, 53.9% of all Christ the Teacher Catholic School Division secondary students earned eight or more credits. This percentage remains similar to results in 2009 (54.8%) and 2013 (53.5%). Breaking this total down into the two sub-populations, 68.3% of non-First Nations and Métis (FNM) and 17.0% of self-identified FNM students earned 8.0 credits in 2014. With Christ the Teacher Catholic School Division being a small school division, credit attainment results are impacted by the percentage of students enrolled in specialized programming, such as our Dreambuilders Learning Centre Re-entry Program and our support for students enrolling to upgrade courses. In 2013-14, 18% of secondary students, of which a high portion of registrants were FNM students, attended our Dreambuilders Learning Centre to further their academics or prepare for transitions to the workplace. In 2013-14, 7% of secondary registrants returned to regular secondary programming to complete or upgrade necessary credits. Although many of these students did not earn 8 or more credits in one school year, their return to our schools is commendable, although not reflected in the credit data.

**Figure 8: Proportion of Secondary Students Attaining 8 or More Credits per Year: Baseline Year with Two Most Recent Years**



Note:

Proportions are calculated as the percentage of students enrolled at the secondary level on September 30 attaining eight or more credits yearly.

Results for populations of 10 or fewer have not been reported to avoid identifying individuals or very small groups of students.

FNMI students are those who choose to self-identify as First Nations (Registered/Treaty/Status Indian, Non-Status Indian), Métis, or Inuit/Inuk. Non-FNMI students are those who do not identify themselves to be FNMI, and may include FNMI students who choose not to self-identify.

Source: Ministry of Education, 2014



# Facilities and Transportation

## *Facilities*

Christ the Teacher Catholic School Division facilities include:

- Eight schools (plus an Alternate Program) located in 3 communities. See Appendix C for a list of schools. The average age of these schools is 42 years. The oldest school is 58 years old; the newest is 9 years old.
- The school division head office located in Yorkton. This building was purchased in 2006 and is adequate in size for present needs.

Several schools in the Christ the Teacher Catholic School Division were modernized during 2013-14. A list of the capital projects appears in Appendix E of this annual report along with the cost of each.

Christ the Teacher Catholic School Division pays careful attention to the maintenance of all schools in the Division. Minor repairs are done as needed and a painting schedule ensures that all schools are always fresh looking. All schools are cleaned every day and major cleaning such as washing of walls and shelving takes place during the summer.

## *Student Transportation*

Christ the Teacher Catholic School Division provides transportation services to all students residing within its jurisdiction. Urban student transportation services for students residing within the cities of Melville and Yorkton were contracted from Hertz Northern Bus Ltd. of Saskatoon. With respect to students residing in the rural area, the Board has entered into an agreement with Good Spirit School Division No. 204 for the provision of transportation services for 312 students residing outside of the cities of Melville and Yorkton. Good Spirit School Division receives transportation funding from the Ministry of Education for all students transported on their buses. Christ the Teacher School Division owns four (4) 15-passenger vans and one (1) mini-van. These vehicles are used for extra-curricular transportation and Prekindergarten student transportation. In addition to the above services, special needs transportation services are contracted from the Saskatchewan Abilities Council and York City Taxi.

**Figure 9: Student Transportation 2013-14**

<b>Transportation Statistics</b>	<b>Urban</b>
Students transported	510
Transportation routes	5
Number of buses	5
Kilometres travelled daily	225
Average age of bus	6 years
Average one-way ride time	15 min.
Longest one-way ride time	40 min.
Cost per student per year	\$407
Cost per kilometre travelled	\$4.86

Note: The above data does not include the rural students transported by Good Spirit S D.

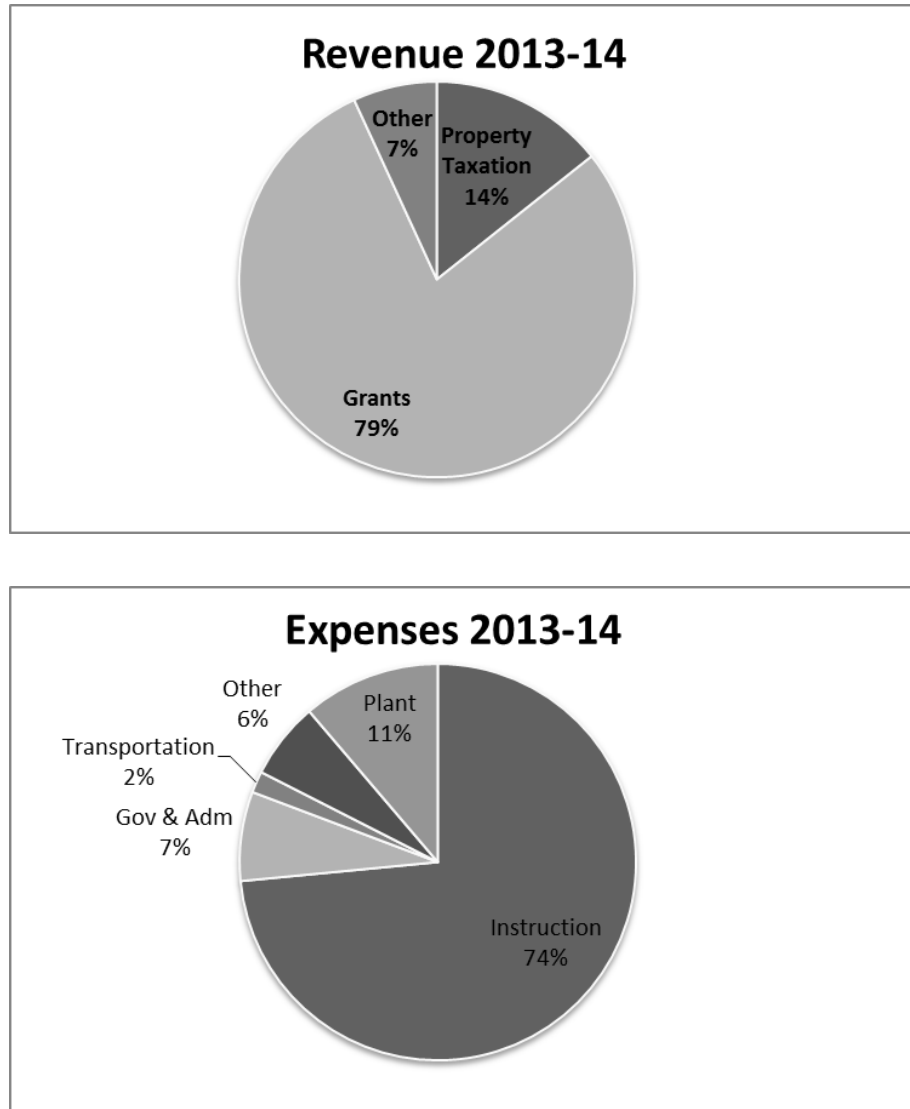
Source: Source: Christ the Teacher S D Records

## Financial Overview

### *Revenue and Expenses*

The figure below summarizes Christ the Teacher Catholic School Division's main categories of revenues and expenditures in 2013-14.

**Figure 10: Summary of Revenue and Expenses – 2013-14**



## Revenue and Expenses with Budget to Actual Comparison

The figure below summarizes Christ the Teacher Catholic School Division's main categories of revenues and expenditures in 2013-14.

**Figure 11: Summary of Revenue and Expenditures with Budget to Actual Comparison for Fiscal Year September 1, 2013 to August 31, 2014**

	2014	2014	2013	Budget to Actual Variance Over / (Under)	Budget to Actual % Variance	Note
	Budget	Actual	Actual			
<b>REVENUES</b>						
Property Taxation	2,808,202	2,754,723	2,617,831	(53,479)	-2%	
Grants	14,409,905	15,182,171	14,942,582	772,266	5%	1
Tuition and Related Fees	10,825	15,624	15,780	4,799	44%	2
School Generated Funds	540,000	586,282	554,050	46,282	9%	3
Complementary Services	691,841	611,023	692,018	(80,818)	-12%	4
External Services	-	-	-	-		
Other	97,840	110,843	180,439	13,003	13%	5
<b>Total Revenues</b>	<b>18,558,613</b>	<b>19,260,666</b>	<b>19,002,700</b>	<b>702,053</b>	<b>4%</b>	
<b>EXPENSES</b>						
Governance	232,675	192,357	183,001	(40,318)	-17%	6
Administration	1,185,245	1,172,679	1,088,136	(12,566)	-1%	
Instruction	14,015,759	13,780,926	13,351,796	(234,833)	-2%	
Plant	2,276,664	2,107,482	2,442,276	(169,182)	-7%	7
Transportation	304,895	327,886	291,286	22,991	8%	8
Tuition and Related Fees	-	-	-	-		
School Generated Funds	545,730	551,831	629,638	6,101	1%	
Complementary Services	679,921	612,024	551,428	(67,897)	-10%	9
External Services	-	-	-	-		
Other Expenses	14,643	11,803	22,140	(2,840)	-19%	10
<b>Total Expenses</b>	<b>19,255,532</b>	<b>18,756,988</b>	<b>18,559,701</b>	<b>(498,544)</b>	<b>-3%</b>	
<b>Surplus (Deficit) for the Year</b>	<b>(696,919)</b>	<b>503,678</b>	<b>442,999</b>			
<b>Note</b>	<b>Explanation</b>					
1	The variance is due mainly to grant revenue recognized for the relocatable classroom (\$260K), funding for Teacher wages (\$156K), Prop Tax Funding (\$176K), and Other Grants (\$180K)					
2	Revenue was recognized from a previous outstanding issue with another school division regarding tuition and was paid in 2013-14. The amount received was more than the original receivable					
3	School generated fundraising exceeded budget for the 2013-14 year.					
4	Due to March 31, 2014 year end for 3 programs funded by Ministry of Social Services, deferred revenue was recognized at last year to comply with PSAB - affecting current year's revenues compared to budget					
5	Interest revenue and miscellaneous rentals exceeded budget projections					
6	Board Member indemnity was lower than budgeted as not all Trustees attended conferences as budgeted.					
7	Energy costs were approx \$60K less than budgeted and no all minor renovation projects planned were completed					
8	Repairs to aging vans exceeded budgeted costs.					
9	Costs anticipated for educational supplies and travel was less than budgeted					
10	Bank Charges less than anticipated					

## **Appendix A: Management Report and Audited Financial Statements**

## Audited Financial Statements

Of the Christ the Teacher Roman Catholic Separate School Division No. 212

School Division No. 2120500

For the Period Ending: August 31, 2014

Delmar Zwirsky, CMA  
Chief Financial Officer

Miller Moar Grodecki Kreklewich & Chorney  
Auditor

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## **Christ the Teacher Roman Catholic Separate School Division No.212**

### **Management's Responsibility for the Financial Statements**

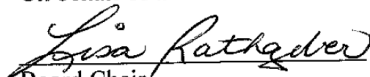
The school division's management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards and the format specified in the Financial Reporting Manual issued by the Ministry of Education. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

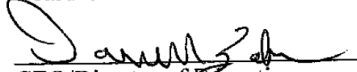
The school division's management maintains a system of accounting and administrative controls to ensure that accurate and reliable financial statements are prepared and to provide reasonable assurance that transactions are authorized, assets are safeguarded, and financial records are properly maintained to provide reliable information for the preparation of financial statements.

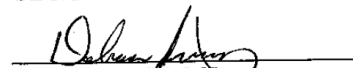
The Board of Education is composed of elected officials who are not employees of the school division. The Board is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and for approving the financial statements. The Board is also responsible for the appointment of the school division's external auditors.

The external auditors, Miller Moar Grodecki Kreklewich & Chorney, conduct an independent examination in accordance with Canadian auditing standards and express their opinion on the financial statements. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the school division's financial statements. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

On behalf of the Christ the Teacher Roman Catholic Separate School Division No.212:

  
Board Chair

  
CEO/Director of Education

  
Chief Financial Officer

November 24, 2014

***Miller Moar Grodecki Krelewich & Chorney***  
*Chartered Professional Accountants*

**INDEPENDENT AUDITORS' REPORT**

To the Chairman and Board of Trustees of the  
Christ the Teacher Roman Catholic Separate School Division No. 212  
Yorkton, Saskatchewan  
S3N 4C5

*Report on the Financial Statements*

We have audited the accompanying financial statements of the Christ the Teacher Roman Catholic Separate School Division No. 212 which comprise the statement of financial position as at August 31, 2014 and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these 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.

*Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

*Opinion*

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Christ the Teacher Roman Catholic Separate School Division No. 212 as at August 31, 2014 and the results of its operations and accumulated surplus, changes in net financial assets and cash flow for the year then ended in accordance with Canadian public sector accounting standards.



MILLER MOAR GRODECKI KRELEWICH & CHORNEY  
Chartered Professional Accountants

Melville, Saskatchewan  
November 24, 2014



**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Statement of Financial Position**  
**as at August 31, 2014**

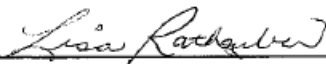
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	2014	2013
<b>Financial Assets</b>		
Cash and Cash Equivalents	3,590,016	2,672,873
Accounts Receivable (Note 6)	1,300,191	809,430
Portfolio Investments (Note 4)	2,263,054	2,549,367
<b>Total Financial Assets</b>	<b>7,153,261</b>	<b>6,031,670</b>
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities (Note 7)	1,092,643	811,983
Long Term Debt (Note 11)	219,409	282,031
Liability for Employee Future Benefits (Note 8)	186,700	164,700
Deferred Revenue (Note 10)	779,243	765,677
<b>Total Liabilities</b>	<b>2,277,995</b>	<b>2,024,391</b>
<b>Net Financial Assets</b>	<b>4,875,266</b>	<b>4,007,279</b>
<b>Non-Financial Assets</b>		
Tangible Capital Assets (Schedule C)	16,741,300	17,090,691
Prepaid Expenses	148,215	163,133
<b>Total Non-Financial Assets</b>	<b>16,889,515</b>	<b>17,253,824</b>
<b>Accumulated Surplus (Note 13)</b>	<b>21,764,781</b>	<b>21,261,103</b>


Contractual Obligations and Commitments (Note 17)

*The accompanying notes and schedules are an integral part of these statements*

Approved by the Board:



Chairperson



Chief Financial Officer

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Statement of Operations and Accumulated Surplus from Operations**  
**for the year ended August 31, 2014**

	<b>2014 Budget</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
	(Note 14)		
<b>REVENUES</b>			
Property Taxation	2,808,202	2,754,723	2,617,831
Grants	14,409,905	15,182,171	14,942,582
Tuition and Related Fees	10,825	15,624	15,780
School Generated Funds	540,000	586,282	554,050
Complementary Services (Note 12)	691,841	611,023	692,018
Other	97,840	110,843	180,439
<b>Total Revenues (Schedule A)</b>	<b>18,558,613</b>	<b>19,260,666</b>	<b>19,002,700</b>
<b>EXPENSES</b>			
Governance	232,675	192,357	183,001
Administration	1,185,245	1,172,679	1,088,136
Instruction	14,015,759	13,780,926	13,351,796
Plant	2,276,664	2,107,482	2,442,276
Transportation	304,895	327,886	291,286
School Generated Funds	545,730	551,831	629,638
Complementary Services (Note 12)	679,921	612,024	551,428
Other Expenses	14,643	11,803	22,140
<b>Total Expenses (Schedule B)</b>	<b>19,255,532</b>	<b>18,756,988</b>	<b>18,559,701</b>
<b>Operating Surplus (Deficit) for the Year</b>	<b>(696,919)</b>	<b>503,678</b>	<b>442,999</b>
<b>Accumulated Surplus from Operations, Beginning of Year</b>	<b>21,261,103</b>	<b>21,261,103</b>	<b>20,818,104</b>
<b>Accumulated Surplus from Operations, End of Year</b>	<b>20,564,184</b>	<b>21,764,781</b>	<b>21,261,103</b>

*The accompanying notes and schedules are an integral part of these statements*

**Christ the Teacher Roman Catholic Separate School Division No. 212**

**Statement of Changes in Net Financial Assets  
for the year ended August 31, 2014**

	<b>2014 Budget</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
	(Note 14)		
<b>Net Financial Assets, Beginning of Year</b>	<b>4,007,279</b>	<b>4,007,279</b>	<b>3,155,029</b>
<b>Changes During the Year:</b>			
Operating Surplus (Deficit) for the Year	(696,919)	503,678	442,999
Acquisition of Tangible Capital Assets (Schedule C)	(107,000)	(372,538)	(276,275)
Amortization of Tangible Capital Assets (Schedule C)	673,001	721,929	748,368
Net Change in Other Non-Financial Assets	-	14,918	(62,842)
<b>Change in Net Financial Assets</b>	<b>(130,918)</b>	<b>867,987</b>	<b>852,250</b>
<b>Net Financial Assets, End of Year</b>	<b>3,876,361</b>	<b>4,875,266</b>	<b>4,007,279</b>

*The accompanying notes and schedules are an integral part of these statements*

**Christ the Teacher Roman Catholic Separate School Division No. 212**

**Statement of Cash Flows  
for the year ended August 31, 2014**

	<b>2014</b>	<b>2013</b>
<b>OPERATING ACTIVITIES</b>		
Operating Surplus for the Year	503,678	442,999
Add Non-Cash Items Included in Surplus (Schedule D)	721,929	748,368
Net Change in Non-Cash Operating Activities (Schedule E)	(159,617)	481,308
<b>Cash Provided by Operating Activities</b>	<b>1,065,990</b>	<b>1,672,675</b>
<b>CAPITAL ACTIVITIES</b>		
Cash Used to Acquire Tangible Capital Assets	(372,538)	(276,275)
<b>Cash (Used) by Capital Activities</b>	<b>(372,538)</b>	<b>(276,275)</b>
<b>INVESTING ACTIVITIES</b>		
Cash Used to Acquire Portfolio Investments	(3,250,000)	(251,912)
Proceeds on Disposal of Portfolio Investments	3,579,898	-
<b>Cash Provided (Used) by Investing Activities</b>	<b>329,898</b>	<b>(251,912)</b>
<b>FINANCING ACTIVITIES</b>		
Proceeds from Issuance of Long Term Debt	(18,793)	-
Repayment of Long Term Debt	(87,414)	(382,444)
<b>Cash (Used) by Financing Activities</b>	<b>(106,207)</b>	<b>(382,444)</b>
<b>INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>917,143</b>	<b>762,044</b>
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<b>2,672,873</b>	<b>1,910,829</b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b>3,590,016</b>	<b>2,672,873</b>

*The accompanying notes and schedules are an integral part of these statements*

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule A: Supplementary Details of Revenue**  
**for the year ended August 31, 2014**

	2014 Budget	2014 Actual	2013 Actual
<b>Property Taxation Revenue</b>			
<b>Tax Levy Revenue:</b>			
Property Tax Levy Revenue	2,701,200	2,610,395	2,543,638
Revenue from Supplemental Levies	18,000	23,588	17,173
<b>Total Property Tax Revenue</b>	<b>2,719,200</b>	<b>2,633,983</b>	<b>2,560,811</b>
<b>Grants in Lieu of Taxes:</b>			
Federal Government	20,750	14,157	18,160
Provincial Government	62,000	60,221	58,192
Other	4,500	7,213	4,490
<b>Total Grants in Lieu of Taxes</b>	<b>87,250</b>	<b>81,591</b>	<b>80,842</b>
<b>Other Tax Revenues:</b>			
House Trailer Fees	1,752	1,534	1,969
<b>Total Other Tax Revenues</b>	<b>1,752</b>	<b>1,534</b>	<b>1,969</b>
<b>Additions to Levy:</b>			
Penalties	10,000	19,992	19,768
Other	-	61,138	-
<b>Total Additions to Levy</b>	<b>10,000</b>	<b>81,130</b>	<b>19,768</b>
<b>Deletions from Levy:</b>			
Cancellations	(10,000)	(7,593)	(26,739)
Other Deletions	-	(35,922)	(18,820)
<b>Total Deletions from Levy</b>	<b>(10,000)</b>	<b>(43,515)</b>	<b>(45,559)</b>
<b>Total Property Taxation Revenue</b>	<b>2,808,202</b>	<b>2,754,723</b>	<b>2,617,831</b>
<b>Grants:</b>			
<b>Operating Grants</b>			
Ministry of Education Grants:			
Operating Grant	13,975,170	14,369,242	14,218,688
Other Ministry Grants	-	67,424	94,412
<b>Total Ministry Grants</b>	<b>13,975,170</b>	<b>14,436,666</b>	<b>14,313,100</b>
Other Provincial Grants	278,375	166,144	225,974
Federal Grants	-	89,042	-
Grants from Others	-	30,720	52,229
<b>Total Operating Grants</b>	<b>14,253,545</b>	<b>14,722,572</b>	<b>14,591,303</b>
<b>Capital Grants</b>			
Ministry of Education Capital Grants	156,360	459,599	-
Other Provincial Capital Grants	-	-	351,279
<b>Total Capital Grants</b>	<b>156,360</b>	<b>459,599</b>	<b>351,279</b>
<b>Total Grants</b>	<b>14,409,905</b>	<b>15,182,171</b>	<b>14,942,582</b>

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule A: Supplementary Details of Revenue**  
**for the year ended August 31, 2014**

	2014 Budget	2014 Actual	2013 Actual
<b>Tuition and Related Fees Revenue</b>			
<b>Operating Fees:</b>			
Tuition Fees:			
School Boards	-	15,624	-
Individuals and Other	10,825	-	15,780
<b>Total Operating Tuition and Related Fees</b>	<b>10,825</b>	<b>15,624</b>	<b>15,780</b>
<b>Total Tuition and Related Fees Revenue</b>	<b>10,825</b>	<b>15,624</b>	<b>15,780</b>
<b>School Generated Funds Revenue</b>			
<b>Curricular:</b>			
Student Fees	11,000	32,156	35,267
<b>Total Curricular Fees</b>	<b>11,000</b>	<b>32,156</b>	<b>35,267</b>
<b>Non-Curricular Fees:</b>			
Commercial Sales - GST	-	270	-
Commercial Sales - Non-GST	20,000	79,564	85,508
Fundraising	250,000	266,050	279,537
Grants and Partnerships	34,000	83,084	20,472
Students Fees	165,000	74,355	68,899
Other	60,000	50,803	64,367
<b>Total Non-Curricular Fees</b>	<b>529,000</b>	<b>554,126</b>	<b>518,783</b>
<b>Total School Generated Funds Revenue</b>	<b>540,000</b>	<b>586,282</b>	<b>554,050</b>
<b>Complementary Services</b>			
<b>Operating Grants:</b>			
Ministry of Education Grants:			
Operating Grant	320,180	320,184	264,729
Other Ministry Grants	200,633	-	-
Other Provincial Grants	171,028	290,839	427,289
<b>Total Operating Grants</b>	<b>691,841</b>	<b>611,023</b>	<b>692,018</b>
<b>Total Complementary Services Revenue</b>	<b>691,841</b>	<b>611,023</b>	<b>692,018</b>

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule A: Supplementary Details of Revenue**  
**for the year ended August 31, 2014**

	<b>2014 Budget</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
<b>Other Revenue</b>			
Miscellaneous Revenue	10,340	21,049	93,490
Sales & Rentals	27,500	24,022	27,666
Investments	60,000	65,772	59,283
<b>Total Other Revenue</b>	<b>97,840</b>	<b>110,843</b>	<b>180,439</b>
<b>TOTAL REVENUE FOR THE YEAR</b>	<b>18,558,613</b>	<b>19,260,666</b>	<b>19,002,700</b>

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule B: Supplementary Details of Expenses**  
**for the year ended August 31, 2014**

	<b>2014 Budget</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
<b>Governance Expense</b>			
Board Members Expense	78,545	50,809	52,886
Professional Development- Board Members	70,000	52,287	60,276
Advisory Committees	11,000	12,981	1,554
Elections	-	90	1,414
Other Governance Expenses	73,130	76,190	66,871
<b>Total Governance Expense</b>	<b>232,675</b>	<b>192,357</b>	<b>183,001</b>
<b>Administration Expense</b>			
Salaries	865,580	899,542	872,583
Benefits	74,424	75,224	59,843
Supplies & Services	95,880	57,862	42,533
Non-Capital Furniture & Equipment	10,300	10,617	11,618
Building Operating Expenses	31,900	24,635	47,752
Communications	42,187	48,258	34,319
Travel	33,850	34,681	2,715
Professional Development	16,700	7,455	1,541
Amortization of Tangible Capital Assets	14,424	14,405	15,232
<b>Total Administration Expense</b>	<b>1,185,245</b>	<b>1,172,679</b>	<b>1,088,136</b>
<b>Instruction Expense</b>			
Instructional (Teacher Contract) Salaries	9,994,090	9,863,034	9,433,129
Instructional (Teacher Contract) Benefits	504,424	513,232	506,080
Program Support (Non-Teacher Contract) Salaries	1,990,500	1,845,882	1,917,485
Program Support (Non-Teacher Contract) Benefits	339,322	308,152	310,684
Instructional Aids	329,789	406,737	337,060
Supplies & Services	240,543	186,498	188,579
Non-Capital Furniture & Equipment	95,945	67,519	94,559
Communications	31,509	20,667	26,567
Travel	40,784	46,595	78,867
Professional Development	128,225	135,482	99,799
Student Related Expense	98,686	122,564	83,348
Amortization of Tangible Capital Assets	221,942	264,564	275,639
<b>Total Instruction Expense</b>	<b>14,015,759</b>	<b>13,780,926</b>	<b>13,351,796</b>



**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule B: Supplementary Details of Expenses**  
**for the year ended August 31, 2014**

	<b>2014 Budget</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
<b>Plant Operation &amp; Maintenance Expense</b>			
Salaries	536,040	500,333	479,624
Benefits	91,910	82,025	79,873
Supplies & Services	3,500	3,118	3,118
Non-Capital Furniture & Equipment	8,200	4,037	4,604
Building Operating Expenses	1,181,724	1,057,783	1,403,255
Communications	1,940	2,561	1,864
Travel	20,735	26,740	21,801
Professional Development	2,300	2,700	-
Amortization of Tangible Capital Assets	430,315	428,185	448,137
<b>Total Plant Operation &amp; Maintenance Expense</b>	<b>2,276,664</b>	<b>2,107,482</b>	<b>2,442,276</b>
<b>Student Transportation Expense</b>			
Supplies & Services	10,610	21,854	10,915
Non-Capital Furniture & Equipment	6,000	17,127	2,398
Contracted Transportation	288,285	288,905	277,973
<b>Total Student Transportation Expense</b>	<b>304,895</b>	<b>327,886</b>	<b>291,286</b>
<b>School Generated Funds Expense</b>			
Supplies & Services	40,000	7,813	5,214
Cost of Sales	100,000	226,945	234,068
Non-Capital Furniture & Equipment	20,000	4,920	5,897
School Fund Expenses	380,000	298,529	378,419
Amortization of Tangible Capital Assets	5,730	13,624	6,040
<b>Total School Generated Funds Expense</b>	<b>545,730</b>	<b>551,831</b>	<b>629,638</b>

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule B: Supplementary Details of Expenses**  
**for the year ended August 31, 2014**

	<b>2014 Budget</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
<b>Complementary Services Expense</b>			
Administration Salaries & Benefits	9,180	-	-
Instructional (Teacher Contract) Salaries & Benefits	200,940	198,011	163,179
Program Support (Non-Teacher Contract) Salaries & Benefits	321,190	330,047	296,714
Instructional Aids	69,141	15,348	33,518
Supplies & Services	17,000	31,565	9,378
Non-Capital Furniture & Equipment	2,000	5,324	2,992
Building Operating Expenses	5,490	6,858	5,486
Communications	7,120	2,241	4,051
Travel	37,630	18,906	25,974
Professional Development (Non-Salary Costs)	8,000	2,573	3,332
Student Related Expenses	140	-	2,943
Contracted Transportation & Allowances	1,500	-	541
Amortization of Tangible Capital Assets	590	1,151	3,320
<b>Total Complementary Services Expense</b>	<b>679,921</b>	<b>612,024</b>	<b>551,428</b>

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule B: Supplementary Details of Expenses**  
**for the year ended August 31, 2014**

	<b>2014 Budget</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
<hr/>			
<b>Other Expense</b>			
Interest and Bank Charges:			
Current Interest and Bank Charges	1,500	480	615
Interest on Other Capital Loans and Long Term Debt			
School Facilities	3,363	4,277	11,376
Other	9,780	7,046	10,149
Total Interest and Bank Charges	<u>14,643</u>	<u>11,803</u>	<u>22,140</u>
<b>Total Other Expense</b>	<b>14,643</b>	<b>11,803</b>	<b>22,140</b>
<hr/>			
<b>TOTAL EXPENSES FOR THE YEAR</b>	<b>19,255,532</b>	<b>18,756,988</b>	<b>18,559,701</b>
<hr/>			

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule C - Supplementary Details of Tangible Capital Assets**  
**for the year ended August 31, 2014**

	Land		Buildings		Other	Furniture and	Computer Hardware and	Computer	Assets Under Construction	2014	2013
	Land	Improvements	Buildings	Short term	Vehicles	Equipment	Audio Equipment	Software	n		
<b>Tangible Capital Assets - at Cost:</b>											
Opening Balance as of September 1	620,090	15,315	24,024,270	210,293	160,901	1,960,681	2,344,428	71,075	-	29,407,053	29,130,778
Additions/Purchases	-	-	-	-	-	146,413	161,987	-	64,138	372,538	276,275
<b>Closing Balance as of August 31</b>	<b>620,090</b>	<b>15,315</b>	<b>24,024,270</b>	<b>210,293</b>	<b>160,901</b>	<b>2,107,094</b>	<b>2,506,415</b>	<b>71,075</b>	<b>64,138</b>	<b>29,779,591</b>	<b>29,407,053</b>
<b>Tangible Capital Assets - Amortization:</b>											
Opening Balance as of September 1	-	3,064	8,412,836	87,547	153,737	1,677,149	1,923,034	58,995	-	12,316,362	11,567,994
Amortization of the Period	-	766	410,748	6,754	3,581	74,840	213,485	11,755	-	721,929	748,368
<b>Closing Balance as of August 31</b>	<b>N/A</b>	<b>3,830</b>	<b>8,823,584</b>	<b>94,301</b>	<b>157,318</b>	<b>1,751,989</b>	<b>2,136,519</b>	<b>70,750</b>	<b>N/A</b>	<b>13,038,291</b>	<b>12,316,362</b>
<b>Net Book Value:</b>											
Opening Balance as of September 1	620,090	12,251	15,611,434	122,746	7,164	283,532	421,394	12,080	-	17,090,691	17,562,784
Closing Balance as of August 31	620,090	11,485	15,200,686	115,992	3,583	355,105	369,896	325	64,138	16,741,300	17,090,691
<b>Change in Net Book Value</b>	<b>-</b>	<b>(766)</b>	<b>(410,748)</b>	<b>(6,754)</b>	<b>(3,581)</b>	<b>71,573</b>	<b>(51,498)</b>	<b>(11,755)</b>	<b>64,138</b>	<b>(349,391)</b>	<b>(472,093)</b>

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule D: Non-Cash Items Included in Surplus**  
**for the year ended August 31, 2014**

	<b>2014</b>	<b>2013</b>
<b>Non-Cash Items Included in Surplus:</b>		
Amortization of Tangible Capital Assets (Schedule C)	721,929	748,368
<b>Total Non-Cash Items Included in Surplus</b>	<b>721,929</b>	<b>748,368</b>

**Christ the Teacher Roman Catholic Separate School Division No. 212**  
**Schedule E: Net Change in Non-Cash Operating Activities**  
**for the year ended August 31, 2014**

	<b>2014</b>	<b>2013</b>
<b>Net Change in Non-Cash Operating Activities:</b>		
(Increase) Decrease in Accounts Receivable	(490,761)	531,329
(Decrease) in Provincial Grant Overpayment	-	(46,203)
Increase (Decrease) In Accounts Payable and Accrued Liabilities	280,660	(19,414)
Increase in Liability for Employee Future Benefits	22,000	21,800
Increase in Deferred Revenue	13,566	56,638
Decrease (Increase) in Prepaid Expenses	14,918	(62,842)
<b>Total Net Change in Non-Cash Operating Activities</b>	<b>(159,617)</b>	<b>481,308</b>

**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**

**1. AUTHORITY AND PURPOSE**

The school division operates under the authority of *The Education Act, 1995* of Saskatchewan as a corporation under the name of “The Board of Education of the Christ the Teacher Roman Catholic Separate School Division No. 212” and operates as “Christ the Teacher Catholic School Division No. 212”. The school division provides education services to residents within its geographic region and is governed by an elected board of trustees.

The school division is funded mainly by grants from the Government of Saskatchewan and a levy on the property assessment included in the school division’s boundaries at mill rates determined by the provincial government and agreed to by the board of education, although separate school divisions continue to have a legislative right to set their own mill rates. The school division is exempt from income tax and is a registered charity under the *Income Tax Act*.

**2. SIGNIFICANT ACCOUNTING POLICIES**

These financial statements have been prepared in accordance with Canadian public sector accounting standards for other government organizations as established by the Public Sector Accounting Board (PSAB) and as published by the Chartered Professional Accountants of Canada (CPA Canada).

Significant aspects of the accounting policies adopted by the school division are as follows:

**a) Adoption of New Public Sector Accounting (PSA) Standards**

In 2014, the school division adopted the new PSA standard PS3260 Liability for Contaminated Sites.

Detailed information on the impact of the adoption of this new PSA standard is provided in Note 18 Accounting Changes.

**b) Reporting Entity**

The financial statements include all of the assets, liabilities, revenues and expenses of the school division reporting entity.

**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**As at August 31, 2014**

**c) Trust Funds**

Trust funds are properties assigned to the school division (trustee) under a trust agreement or statute to be administered for the benefit of the trust beneficiaries. As trustee, the school division merely administers the terms and conditions embodied in the agreement and has no unilateral authority to change the conditions set out in the trust indenture.

Trust funds are not consolidated in the school division's financial statements as they are not controlled by the school division. The trust fund activities are disclosed in (Note 16).

**d) Basis of Accounting**

The financial statements are prepared using the accrual basis of accounting.

**e) Measurement Uncertainty and the Use of Estimates**

Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year.

Measurement uncertainty that may be material to these financial statements exists for:

- the liability for employee future benefits of \$186,700 (2013 - \$164,700) because actual experience may differ significantly from actuarial estimations,
- property taxation revenue of \$2,754,723 (2013 - \$2,617,831) because final tax assessments may differ from initial estimates,
- uncollectible taxes of \$49,548 (2013 - \$53,759) because actual collectability may differ from initial estimates,
- useful lives of capital assets and related amortization for \$721,929 (2013 - \$748,368) because actual useful lives of these assets may differ from initial estimates.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known.

While best estimates are used for reporting items subject to measurement uncertainty, it is reasonably possible that changes in future conditions, occurring within one fiscal year, could require a material changes in the amounts recognized or disclosed.

**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**As at August 31, 2014**

**f) Financial Instruments**

Financial instruments are any contracts that give rise to financial assets of one entity and financial liabilities or equity instruments of another entity. A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The school division recognizes a financial instrument when it becomes a party to a financial instrument. The financial assets and financial liabilities portray these rights and obligations in financial statements. Financial instruments of the school division include cash and cash equivalents, accounts receivable, portfolio investments, accrued salaries and benefits, accounts payable and accrued liabilities and long term debt.

All financial assets and financial liabilities are measured at cost or amortized cost. Transaction costs are a component of cost for financial instruments measured using cost or amortized cost. For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense. Impairment losses such as write-downs or write-offs are reported in the statement of operations and accumulated surplus from operations. Gains and losses on financial instruments measured at cost or amortized cost are recognized in the statement of operations and accumulated surplus from operations in the period the gain or loss occurs.

**g) Financial Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Valuation allowances are used where considered necessary to reduce the amounts reported for financial assets to their net realizable value.

**Cash and Cash Equivalents** consist of cash, bank deposits and highly liquid investments with initial maturity terms of three months or less and held for the purpose of meeting short-term operating cash commitments rather than for investing purposes.

**Accounts Receivable** includes taxes receivable, provincial grants receivable and other receivables. Taxes receivable represent education property taxes assessed or estimated owing to the end of the fiscal period but not yet received. The allowance for uncollected taxes is a valuation allowance used to reduce the amount reported for taxes receivable to the estimated net recoverable amount. The allowance represents management's estimate of the amount of taxes that will not be collected taking into consideration prior years' tax collections and information provided by municipalities regarding collectability of outstanding balances. Provincial grants receivable represent operating, capital, and other grants earned but not received at the end of the fiscal year, provided reasonable estimates of the amounts can be made. Grants are



**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**As at August 31, 2014**

earned when the events giving estimates of the amounts can be made. Grants are earned when the events giving rise to the grant have occurred, the grant is authorized and any eligibility criteria have been met. Other receivables are recorded at cost less valuation allowances. These allowances are recorded where collectability is considered doubtful.

**Portfolio Investments** consist of guaranteed investment certificates and money market treasury bills carried at amortized cost. The school division values its portfolio investments in accordance with its policy for financial instruments, as described in Note 2(f).

#### **h) Non-Financial Assets**

Non-financial assets are assets held for consumption in the provision of services. These assets do not normally provide resources to discharge the liabilities of the school division unless they are sold.

**Tangible Capital Assets** have useful lives extending beyond the accounting period, are used by the school division to provide services to the public and are not intended for sale in the ordinary course of operations. Tangible capital assets include land and land improvements, buildings, short-term buildings, other vehicles, furniture and equipment, computer hardware and software, audio visual equipment, computer software, capital lease assets and assets under construction.

Tangible capital assets are recorded at cost (or estimated cost when the actual cost is unknown) and include all costs directly attributable to the acquisition, design, construction, development, installation and betterment of the tangible capital asset. The school division does not capitalize interest incurred while a tangible capital asset is under construction.

The cost of depreciable tangible capital assets, net of any residual value, is amortized on a straight line basis over their estimated useful lives as follows:

Land improvements (pavement, fencing, lighting, etc.)	20 years
Buildings	50 years
Buildings – short-term (portables, storage sheds, outbuildings, garages)	20 years
Other vehicles – passenger	5 years
Furniture and equipment	10 years
Computer hardware and audio visual equipment	5 years
Computer software	5 years
Leased capital assets	Lease term

Tangible capital assets are amortized a full year in the year of acquisition. Assets under construction are not amortized until completed and placed into service for use.

**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**As at August 31, 2014**

Assets that have a historical or cultural significance, such as works of art, monuments and other cultural artifacts, are not recognized as tangible capital assets because a reasonable estimate of future benefits associated with these properties cannot be made.

**Prepaid Expenses** are prepaid amounts for goods or services which will provide economic benefits in one or more future periods. Prepaid expenses include insurance premiums, Saskatchewan School Boards Association membership fees, software licenses, conference registrations, Workers' Compensation premiums, LEADS membership dues and supplies.

**i) Liabilities**

Liabilities are present obligations arising from transactions and events occurring prior to year-end, which will be satisfied in the future through the use of assets or another form of economic settlement.

**Accounts Payable and Accrued Liabilities** include accounts payable and accrued liabilities owing to third parties and employees for work performed, goods supplied and services rendered, but not yet paid, at the end of the fiscal period.

**Long-Term Debt** is comprised of capital loans with initial maturities of more than one year and are incurred for the purpose of financing capital expenses in accordance with the provisions of *The Education Act, 1995*. Long-term debt also includes capital lease obligations where substantially all of the benefits and risks incident to ownership are transferred to the school division without necessarily transferring legal ownership. The amount of the lease liability recorded at the beginning of the lease term is the present value of the minimum lease payments, excluding the portion thereof relating to executor costs.

**Liability for Employee Future Benefits** represent post-employment and compensated absence benefits that accrue to the school division's employees. The cost of these benefits is recorded as the benefits are earned by employees. The liability relating to these benefits is actuarially determined using the projected benefit method pro-rated on service. Actuarial valuations are performed periodically using assumptions including discount rate, inflation, salary escalation, termination and retirement rates and mortality. An actuary extrapolates these valuations when a valuation is not done in the current fiscal year. Actuarial gains and losses are amortized on a straight line basis over the expected average remaining service life of the related employee groups.

**Deferred Revenue from Non-government Sources** represents fees or payments for services received in advance of the fee being earned or the services being performed, and other contributions for which the contributor has placed restrictions on the use of

**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**As at August 31, 2014**

the resources. Revenue from tuition and related fees is recognized as the course is delivered, revenue from contractual services is recognized as the services are delivered, and revenue from other contributions is recognized in the fiscal year in which the resources are used for the purpose specified by the contributor.

**j) Employee Pension Plans**

**Multi-Employer Defined Benefit Plans**

The school division's employees participate in one of the following multi-employer defined benefit plans:

- i) Teachers participate in the Saskatchewan Teachers' Retirement Plan (STRP) or the Saskatchewan Teachers' Superannuation Plan (STSP). The school division's obligation for these plans is limited to collecting and remitting contributions of the employees at rates determined by the plans.
- ii) Other employees participate in the Municipal Employees' Pension Plan (MEPP). In accordance with PSAB, the plan is accounted for as a defined contribution plan whereby the school division's contributions are expensed when due.

**k) Revenue Recognition**

Revenues are recorded on the accrual basis. Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues, provided the amount to be received can be reasonably estimated and collection is reasonably assured.

The school division's sources of revenues include the following:

**i) Government Transfers (Grants):**

Grants from governments are considered to be government transfers. In accordance with PS3410 standard, government transfers are recognized as revenues when the transfer is authorized, all eligibility criteria have been met, the amount can be estimated and collection is reasonably assured except when, and to the extent, stipulations by the transferor give rise to an obligation that meets the definition of a liability. For transfers with stipulations, revenue is recognized in the statement of operations and accumulated surplus from operations as the stipulation liabilities are settled.

**ii) Property Taxation:**

Property tax is levied and collected on a calendar year basis. Uniform education property tax mill rates are set by the Government of Saskatchewan and agreed to by the Board of Education, although separate school divisions have a legislative right to set their own mill rates. Tax revenues are recognized on the basis of time with 1/12<sup>th</sup> of estimated total tax revenue recorded in each month of the school division's fiscal year. The tax revenue for the September to December portion of the fiscal year is based on the actual amounts reported by the municipalities for the calendar taxation

**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**As at August 31, 2014**

year. For the January to August portion of its fiscal year, the school division estimates tax revenue based on estimate information provided by municipalities who levy and collect the property tax on behalf of the school division. The final annual taxation amounts are reported to the division by each municipality following the conclusion of each calendar taxation year, and any difference between final amounts and the school division's estimates is recorded as an adjustment to revenue in the next fiscal year.

**iii) Fees and Services**

Revenues from tuition fees and other fees and services are recognized in the year they are earned. Amounts that are restricted pursuant to legislation, regulation or agreements with external parties that may only be used in the conduct of certain programs or in the delivery of specific services and transactions are initially recorded as deferred revenue and subsequently recognized as revenue in the fiscal year the related expenses are incurred or services are performed.

**iv) Interest Income**

Interest is recognized on an accrual basis when it is earned.

**v) Other (Non-Government Transfer) Contributions**

Unrestricted contributions are recognized as revenue in the year received or in the year the funds are committed to the school division if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions are contributions for which the contributor has placed restrictions on the use of the resources. Externally restricted contributions that are to be held in perpetuity are recognized as revenue in the year in which they are received or committed if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions that are not held in perpetuity are deferred until the resources are used for the purpose specified, at which time the contributions are recognized as revenue. In-kind contributions are recorded at their fair value when they are received.

**1) Statement of Remeasurement Gains and Losses**

The school division has not presented a statement of remeasurement gains and losses because it does not have financial instruments that give rise to remeasurement gains or losses.

**3. SHORT-TERM BORROWINGS**

**Bank indebtedness** consists of a demand operating line of credit with a maximum borrowing limit of \$750,000 that bears interest at RBC (Royal Bank of Canada) prime minus 1% per annum. This line of credit is authorized by a borrowing resolution by the board of education. This line of credit was approved by the Minister of Education on September 20, 2011. The balance drawn on the line of credit at August 31, 2014 was NIL (August 31, 2013 – NIL).

**Christ the Teacher Roman Catholic Separate School Division No.212**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**As at August 31, 2014**

#### 4. PORTFOLIO INVESTMENTS

Portfolio investments consist of guaranteed investment certificates with maturities between three months and one year. Due to the short-term nature of the investments, market value approximates cost.

	2014	2013
<b>Portfolio investments in the cost and amortized cost category:</b>	<b><u>Cost</u></b>	<b><u>Cost</u></b>
GICs	\$ 2,263,054	\$ 2,545,206
Term deposits	-	4,161
<b>Total portfolio investments reported at cost and amortized cost</b>	<b>2,263,054</b>	<b>2,549,367</b>

#### 5. EXPENSES BY FUNCTION AND ECONOMIC CLASSIFICATION

Function	Salaries & Benefits	Goods & Services	Debt Service	Amortization of TCA	2014 Budget	2014 Actual	2013 Actual
Governance	\$ 116,077	\$ 76,280	\$ -	\$ -	\$ 232,675	\$ 192,357	\$ 183,001
Administration	974,766	183,508	-	14,405	1,185,245	1,172,679	1,088,136
Instruction	12,530,300	986,062	-	264,564	14,015,759	13,780,926	13,351,796
Plant	582,358	1,096,939	-	428,185	2,276,664	2,107,482	2,442,276
Transportation	-	327,886	-	-	304,895	327,886	291,286
School Generated Funds	-	538,207	-	13,624	545,730	551,831	629,638
Complementary Services	528,058	82,815	-	1,151	679,921	612,024	551,428
Other	-	-	11,803	-	14,643	11,803	22,140
<b>TOTAL</b>	<b>\$ 14,731,559</b>	<b>\$ 3,291,697</b>	<b>\$ 11,803</b>	<b>\$ 721,929</b>	<b>\$ 19,255,532</b>	<b>\$ 18,756,988</b>	<b>\$ 18,559,701</b>

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**6. ACCOUNTS RECEIVABLE**

All accounts receivable presented on the statement of financial position are net of any valuation allowances for doubtful accounts. Details of account receivable balances and allowances are as follows:

	<b>2014</b>			<b>2013</b>		
	Total Receivable	Valuation Allowance	Net of Allowance	Total Receivable	Valuation Allowance	Net of Allowance
Taxes Receivable	\$ 768,562	\$ 49,548	\$ 719,014	\$ 630,093	\$ 53,759	\$ 576,334
Provincial Grants Receivable	416,639	-	416,639	15,810	-	15,810
Other Receivables	164,538	-	164,538	217,286	-	217,286
<b>Total Accounts Receivable</b>	<b>\$ 1,349,739</b>	<b>\$ 49,548</b>	<b>\$ 1,300,191</b>	<b>\$ 863,189</b>	<b>\$ 53,759</b>	<b>\$ 809,430</b>

**7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

Details of account payable and accrued liabilities are as follows:

	<b>2014</b>	<b>2013</b>
Accrued Salaries and Benefits	\$ 464,135	\$ 253,704
Supplier Payments	578,943	191,843
Other - Audit Fees, Project in Progress	49,565	366,436
<b>Total Accounts Payable and Accrued Liabilities</b>	<b>\$ 1,092,643</b>	<b>\$ 811,983</b>

**8. EMPLOYEE FUTURE BENEFITS**

The school division provides certain post-employment, compensated absence and termination benefits to its employees. These benefits include accumulating non-vested sick leave, retirement gratuities and paid time off benefits. The liability associated with these benefits is calculated as the present value of expected future payments pro-rated for service and is recorded as Liability for Employee Future Benefits in the statement of financial position.

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Details of the employee future benefits are as follows:

	<b>2014</b>	<b>2013</b>
Actuarial valuation date	<u>Aug-31-2014</u>	<u>Aug-31-2013</u>
Long-term assumptions used:		
Salary escalation rate	3.25%	3.25%
Discount rate	2.80%	3.50%
Inflation rate	2.25%	2.25%
Expected average remaining service life (years)	17	17

<b>Liability for Employee Future Benefits</b>	<b>2014</b>	<b>2013</b>
<b>Accrued Benefit Obligation - beginning of year</b>	<b>\$ 191,700</b>	<b>\$ 193,000</b>
Current period benefit cost	16,400	18,200
Interest cost	7,200	5,600
Benefit payments	(3,300)	(4,900)
Actuarial gains / losses	18,600	(20,200)
<b>Accrued Benefit Obligation - end of year</b>	<b>230,600</b>	<b>191,700</b>
<b>Unamortized Net Actuarial Losses</b>	<b>(43,900)</b>	<b>(27,000)</b>
<b>Liability for Employee Future Benefits</b>	<b>\$ 186,700</b>	<b>\$ 164,700</b>

<b>Employee Future Benefits Expense</b>	<b>2014</b>	<b>2013</b>
Current period benefit cost	\$ 16,400	\$ 18,200
Amortization of net actuarial loss	1,700	2,900
<b>Benefit cost</b>	<b>18,100</b>	<b>21,100</b>
Interest cost on unfunded employee future benefits obligation	7,200	5,600
<b>Total Employee Future Benefits Expense</b>	<b>\$ 25,300</b>	<b>\$ 26,700</b>

## 9. PENSION PLANS

### Multi-Employer Defined Benefit Plans

Information on the multi-employer pension plans to which the school division contributes is as follows:

- i) Saskatchewan Teachers' Retirement Plan (STRP) or Saskatchewan Teachers' Superannuation Plan (STSP):

The STRP and STSP provide retirement benefits based on length of service and pensionable earnings.

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The STRP and STSP are funded by contributions by the participating employee members and the Government of Saskatchewan. The school division's obligation to the STRP and STSP is limited to collecting and remitting contributions of the employees at rates determined by the plans. Accordingly, these financial statements do not include any expense for employer contributions to these plans. Net pension assets or liabilities for these plans are not reflected in these financial statements as ultimate responsibility for retirement benefits rests with the Saskatchewan Teachers' Federation for the STRP and with the Government of Saskatchewan for the STSP.

Details of the contributions to these plans for the school division's employees are as follows:

	2014			2013
	STRP	STSP	TOTAL	TOTAL
Number of active School Division members	169	2	171	167
Member contribution rate (percentage of salary)	7.8-10%	6.05-7.85%	6.05-10%	6.05-10%
Member contributions for the year	\$ 821,730	\$ 22,820	\$ 844,550	\$ 832,294

ii) Municipal Employees' Pension Plan (MEPP)

The MEPP provides retirement benefits based on length of service and pensionable earnings.

The MEPP is funded by employer and employee contributions at rates set by the Municipal Employees' Pension Commission.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. Any actuarially determined deficiency is the responsibility of the participating employers and employees which could affect future contribution rates and/or benefits.

The contributions to the MEPP by the participating employers are not segregated in separate accounts or restricted to provide benefits to the employees of a particular employer. As a result, individual employers are not able to identify their share of the underlying assets and liabilities, and the net pension assets or liabilities for this plan are not recognized in these financial statements. In accordance with PSAB requirements, the plan is accounted for as a defined contribution plan whereby the school division's contributions are expensed when due.



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Details of the MEPP are as follows:

	<b>2014</b>	<b>2013</b>
Number of active School Division members	98	104
Member contribution rate (percentage of salary)	8.15%	8.15%
School Division contribution rate (percentage of salary)	8.15%	8.15%
Member contributions for the year	\$ 229,728	\$ 219,923
School Division contributions for the year	\$ 229,728	\$ 219,923
Actuarial valuation date	<b>Dec/31/2013</b>	<b>Dec/31/2012 Restated</b>
Plan Assets (in thousands)	\$ 1,685,167	\$ 1,560,967
Plan Liabilities (in thousands)	\$ 1,498,853	\$ 1,420,319
Plan Surplus (Deficit) (in thousands)	\$ 186,314	\$ 140,648

## 10. DEFERRED REVENUE

Details of deferred revenues are as follows:

	Balance as at Aug. 31, 2013	Additions during the Year	Revenue recognized in the Year	Balance as at Aug. 31, 2014
<b>Other deferred revenue:</b>				
After-school activity program	\$ 2,388	\$ -	\$ 1,490	\$ 898
Property Taxation	722,738	50,180	-	\$ 772,918
SCSBA 2013 Fall Conference	1,965	12,467	14,432	\$ -
School Fees - Sacred Heart High School	29,284	40	29,284	\$ 40
Other	9,302	14,645	18,560	\$ 5,387
<b>Total other deferred revenue</b>	<b>765,677</b>	<b>77,332</b>	<b>63,766</b>	<b>779,243</b>
<b>Total Deferred Revenue</b>	<b>\$ 765,677</b>	<b>\$ 77,332</b>	<b>\$ 63,766</b>	<b>\$ 779,243</b>

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## 11. LONG-TERM DEBT

Details of long-term-term debt are as follows:

		2014	2013
Capital Loans Payable:	Finance Acquisition of Division Office	\$ 117,791	\$ 164,648
	Lender: Bank of Montreal		
	Original Balance: \$455,000		
	Interest Rate: 5.31% Fixed Rate		
	Terms of repayment: Monthly		
	Payment Amount: \$4,895 includes principal and interest		
	Expires: August 2016		
	Finance Addition to St. Michael's School	59,242	76,609
	Lender: Bank of Montreal		
	Original Balance: \$176,000		
	Interest Rate: 4.95% Fixed Rate		
	Terms of repayment: Monthly		
	Payment Amount: \$1,862 includes principal and interest		
	Expires: May 2017		
	Finance Photocopiers	17,853	-
	Lender: Royal Bank of Canada		
	Original Balance: \$18,793		
	Interest Rate: Variable Rate at Prime plus .50%		
	Terms of repayment: Monthly		
	Payment Amount: \$313 monthly plus interest		
	Expires: May 2019		
		<b>\$ 194,886</b>	<b>\$ 241,257</b>
Capital Leases:	Lease Photocopiers	\$ -	\$ 2,326
	Lessor: Royal Bank of Canada		
	Minimum net lease payments: \$2,357 quarterly		
	Inherent Interest Rate: 5.60%		
	Expires: December 2013		
	Lease Photocopiers	24,523	34,895
	Lessor: Royal Bank of Canada		
	Minimum net lease payments: \$2,830 quarterly		
	Inherent Interest Rate: 3.12%		
	Expires: December 2016		
	Lease Photocopiers	-	3,553
	Lessor: Xerox Canada		
	Minimum net lease payments: \$911 quarterly		
	Inherent Interest Rate: 4.25%		
	Expires: July 2014		
		<b>\$ 24,523</b>	<b>\$ 40,774</b>
<b>Total Long Term Debt</b>		<b>\$ 219,409</b>	<b>\$ 282,031</b>

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<b>Future principal repayments over the next 5 years are estimated as follows:</b>				
	<b>Capital Loans</b>	<b>Capital Leases</b>	<b>Other LT Debt</b>	<b>Total</b>
2015	\$ 83,706	\$ 10,692	\$ -	\$ <b>94,398</b>
2016	\$ 84,096	\$ 11,021	\$ -	\$ <b>95,117</b>
2017	\$ 20,492	\$ 2,810	\$ -	\$ <b>23,302</b>
2018	\$ 3,768	\$ -	\$ -	\$ <b>3,768</b>
2019	\$ 2,824	\$ -	\$ -	\$ <b>2,824</b>
<b>Total</b>	<b>\$ 194,886</b>	<b>\$ 24,523</b>	<b>\$ -</b>	<b>\$ 219,409</b>

<b>Principal and interest payments on the long-term debt are as follows:</b>				
	<b>Capital Loans</b>	<b>Capital Leases</b>	<b>2014</b>	<b>2013</b>
Principal	\$ 71,162	\$ 16,252	\$ <b>87,414</b>	\$ <b>382,444</b>
Interest	11,033	1,065	<b>12,098</b>	<b>21,525</b>
<b>Total</b>	<b>\$ 82,195</b>	<b>\$ 17,317</b>	<b>\$ 99,512</b>	<b>\$ 403,969</b>

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**12. COMPLEMENTARY SERVICES**

Complementary services represent those services and programs where the primary purpose is other than K-12 learning/learning support, but which have the specific objective of enhancing the school division's ability to successfully deliver its K-12 curriculum/learning programs.

Following is a summary of the revenue and expenses of the Complementary Services programs operated by the school division in 2014 and 2013:

<b>Summary of Complementary Services Revenues and Expenses, by Program</b>	<b>Pre-K Programs</b>	<b>Cognitive Disability Consultant</b>	<b>Regional Intersectoral Coordinator</b>	<b>Services to Teen Parents</b>	<b>2014</b>	<b>2013</b>
<b>Revenue:</b>						
Operating Grants	\$ 320,184	\$ 103,517	\$ 125,000	\$ 62,322	<b>\$ 611,023</b>	<b>\$ 692,018</b>
<b>Total Revenue</b>	<b>320,184</b>	<b>103,517</b>	<b>125,000</b>	<b>62,322</b>	<b>611,023</b>	<b>692,018</b>
<b>Expenses:</b>						
Salaries & Benefits	281,073	81,327	110,393	55,265	<b>528,058</b>	<b>459,893</b>
Instructional Aids	-	1,796	9,845	3,707	<b>15,348</b>	<b>33,518</b>
Supplies and Services	-	4,573	22,992	4,000	<b>31,565</b>	<b>3,935</b>
Non-Capital Equipment	651	-	4,593	80	<b>5,324</b>	<b>1,191</b>
Building Operating Expenses	-	3,200	3,658	-	<b>6,858</b>	<b>5,487</b>
Communications	-	600	1,141	500	<b>2,241</b>	<b>4,050</b>
Travel	357	3,815	14,375	359	<b>18,906</b>	<b>25,974</b>
Professional Development	-	409	1,164	1,000	<b>2,573</b>	<b>3,332</b>
Student Related Expenses	-	-	-	-	-	<b>2,943</b>
Contracted Transportation	-	-	-	-	-	<b>7,244</b>
Amortization of Tangible Capital Assets	-	-	1,151	-	<b>1,151</b>	<b>3,320</b>
Transportation	-	-	-	-	-	<b>541</b>
<b>Total Expenses</b>	<b>282,081</b>	<b>95,720</b>	<b>169,312</b>	<b>64,911</b>	<b>612,024</b>	<b>551,428</b>
<b>Excess (Deficiency) of Revenue over Expenses</b>	<b>\$ 38,103</b>	<b>\$ 7,797</b>	<b>\$ (44,312)</b>	<b>\$ (2,589)</b>	<b>\$ (1,001)</b>	<b>\$ 140,590</b>

The purpose and nature of each Complementary Services program is as follows:

The Pre-Kindergarten program is offered at four elementary schools. Children that are three to four years of age and reside in the area are eligible to be served by the program.

The Cognitive Disability Consultant is employed by the Division to support the delivery of individual support plans for people affected by cognitive disabilities.

The Regional Intersectoral Community Coordinator is employed by the Division to advance an integrated human services agenda by building partnerships among government, non-government organizations, local interagency committees and community groups.

The Services to Teen Parents program provides support and services to pregnant young women, young and new parents and their children.

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**13. ACCUMULATED SURPLUS**

Accumulated Surplus represents the financial assets and non-financial assets of the school division less liabilities. This represents the accumulated balance of net surplus arising from the operations of the school division including school generated funds.

Certain amounts of the accumulated surplus from operations, as approved by the board of education, have been designated for specific future purposes as described below. These internally restricted amounts are included in the accumulated surplus from operations presented in the statement of financial position. The school division has amalgamated the separate bank accounts for the internally-restricted amounts related to school-generated funds with the operating bank accounts during the fiscal year.

Details of accumulated surplus from operations are as follows:

	August 31 2013	Additions during the year	Reductions during the year	August 31 2014
<b>Invested in Tangible Capital Assets:</b>				
Net Book Value of Tangible Capital Assets	\$ 17,090,691	\$ 372,538	\$ 721,929	\$ 16,741,300
Less: Debt owing on Tangible Capital Assets	(282,031)	(18,794)	(81,416)	(219,409)
	<b>16,808,660</b>	<b>353,744</b>	<b>640,513</b>	<b>16,521,891</b>
 <b>PMR maintenance project allocations (1)</b>	 <b>118,091</b>	 <b>199,599</b>	 <b>75,007</b>	 242,683
 <b>Internally Restricted Surplus:</b>				
<b>Capital projects:</b>				
Other - Relocatable Classroom	-	260,000	-	260,000
	<b>-</b>	<b>260,000</b>	<b>-</b>	<b>260,000</b>
<b>Other:</b>				
School generated funds	374,857	586,342	604,268	356,931
School decentralized budget carryovers	139,719	-	8,275	131,444
Catholic distinctiveness	96,463	-	7,120	89,343
Technology	359,116	-	296,442	62,674
Academic equipment replacement	57,554	-	504	57,050
Division office software upgrades	55,000	-	-	55,000
Maintenance	1,326,350	-	60,373	1,265,977
Vehicle replacements	200,000	-	-	200,000
Legal	50,000	-	-	50,000
FNME achievement fund	10,431	-	255	10,176
Investing in Teachers Initiative	300,000	-	39,154	260,846
Professional Development (LEADS Members Carryover)	8,447	6,836	-	15,283
School Community Councils - Matching Grant Carryover	15,000	20,000	4,863	30,137
Central Textbooks	62,626	-	57,993	4,633
	<b>3,055,563</b>	<b>613,178</b>	<b>1,079,247</b>	<b>2,589,494</b>
 <b>Unrestricted Surplus</b>	 1,278,789	 871,924	 -	 2,150,713
<b>Total Accumulated Surplus (Deficit) from Operations</b>	<b>\$ 21,261,103</b>	<b>\$ 2,298,445</b>	<b>\$ 1,794,767</b>	<b>\$ 21,764,781</b>

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(1) **PMR Maintenance Project Allocations** represent transfers received from the Ministry of Education as funding support for maintenance projects on the school division's approved 3 year capital maintenance plans. Unspent funds at the end of a fiscal year are designated for future approved capital plan maintenance project expenditures.

The purpose and nature of each Internally Restricted Surplus amount is as follows:

Other - Relocatable Classroom funds represent the funds committed for the construction of a relocatable classroom at St. Henry's Junior School in Melville. The project is scheduled for completion during the 2014-15 fiscal year.

School-generated funds represents the year-end bank account balances of the school generated fund entities in the school division. They are generated at the local school level and are considered separate and apart from the Board's regular operations.

School decentralized budget carryovers represents unused decentralized budget resources allowed to be carried over to the next fiscal year. Unused budget carryovers are limited to 25% of a school's annual budget allocation.

Catholic Distinctiveness represents resources allocated to support faith development in the school division.

Technology represents funds allocated to upgrade computer hardware and software.

Academic equipment replacement represents funds allocated for the replacement of instructional academic equipment.

Division office software upgrades represents funds allocated to support the upgrade of existing software or the purchase of new administrative software at the Division Office.

Maintenance represents resources allocated for the purchase of maintenance and caretaking equipment at the schools and for maintenance projects that are not covered under the Board's annual operating budget.

Vehicle Replacements represents funds allocated to replace existing passenger vans for student transportation as well as vehicles required in the maintenance area.

Legal represents funds allocated for legal services required by the board of education.

FNME achievement fund represents funds remaining from a First Nations Metis Education (FNME) grant received in fiscal 2012 that were targeted for family literacy initiatives.

Investing in Teachers Initiative represents a program approved by the Board to support the continued professional development of teachers in the school division.

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The Professional Development (LEADS Members) carryover represents unused professional development funds as per employment contracts.

The School Community Council Matching Grant Carryover allows each school community council to carryover unused matching grants for the current and one additional school year.

Central Textbooks represents the carryover of unused budget funds from the 2012/13 fiscal year. The funds were allocated to enhance and upgrade the central textbook library.

#### **14. BUDGET FIGURES**

Budget figures included in the financial statements were approved by the board of education on June 10, 2013 and the Minister of Education on August 23, 2013.

#### **15. RELATED PARTIES**

These financial statements include transactions with related parties. The school division is related to all Government of Saskatchewan ministries, agencies, boards, school divisions, health authorities, colleges, and crown corporations under the common control of the Government of Saskatchewan. The school division is also related to non-Crown enterprises that the Government jointly controls or significantly influences. In addition, the school division is related to other non-Government organizations by virtue of its economic interest in these organizations.

##### **Related Party Transactions:**

Transactions with these related parties are in the normal course of operations. Amounts due to or from and the recorded amounts of transactions resulting from these transactions are included in the financial statements and the table below. They are recorded at exchange amounts which approximate prevailing market rates charged by those organizations and are settled on normal trade terms.

The related party transactions are as follows:

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	2014	2013
<b>Revenues:</b>		
Ministry of Education	\$ 15,216,449	\$ 15,063,407
Ministry of Economy	109,747	-
Ministry of Social Services	165,839	-
Saskatchewan Government Insurance	37,257	-
Sunrise Health Region	35,000	-
	<b>\$ 15,564,292</b>	<b>\$ 15,063,407</b>
<b>Expenses:</b>		
Good Spirit S.D. No.204	\$ 36,181	\$ 2,117
Holy Trinity RCSSD No.22	260	-
Lloydminster RCSSD No.89	230	1,040
Ministry of Central Services	8,100	-
Minister of Finance	11,319	25,661
North East SD No.200	-	500
St. Paul's RCSSD No.20	10,668	8,000
Saskatchewan Energy Corporation	134,302	208,775
Saskatchewan Power Corporation	238,371	215,692
Saskatchewan Government Insurance	11,214	7,353
Saskatchewan Telecommunications	29,738	31,019
Saskatchewan Western Development Museum	69	81
Saskatchewan Workers' Compensation Board	27,366	31,840
Parkland Regional College	1,350	2,329
Sunrise Health Region	63,204	67,379
	<b>\$ 572,372</b>	<b>\$ 601,786</b>
<b>Accounts Receivable:</b>		
Ministry of Education	\$ 416,639	\$ 3,469
Ministry of Advanced Education	38,872	9,427
Saskatchewan Government Insurance	-	2,914
Other School Divisions	14,273	96,781
	<b>\$ 469,784</b>	<b>\$ 112,591</b>
<b>Prepaid Expenses:</b>		
Saskatchewan Workers' Compensation Board	\$ 9,458	\$ 11,020
	<b>\$ 9,458</b>	<b>\$ 11,020</b>
<b>Accounts Payable and Accrued Liabilities:</b>		
Good Spirit S.D. No.204	\$ -	\$ 115,127
Minister of Finance	-	7,975
Saskatchewan Energy Corporation	-	5,783
Saskatchewan Telecommunications	-	2,039
	<b>\$ -</b>	<b>\$ 130,924</b>

In addition, the school division pays Provincial Sales Tax to the Saskatchewan Ministry of Finance on all its taxable purchases and customer sales on items that are deemed taxable. Taxes paid are recorded as part of the cost of those purchases.

A portion of the revenue from the Ministry of Education includes funding allocated to principal and interest repayments on some school board loans.



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Other transactions with related parties and amounts due to/from them are described separately in the financial statements or notes thereto. A portion of the revenue from the Ministry of Education includes funding allocated to principal and interest repayments on some school board loans.

## 16. TRUSTS

The school division, as the trustee, administers trust funds for scholarships. The trust assets and transactions are not included in the financial statements.

Information about these trusts is as follows:

	<u>Gulak Memorial Donation</u>		<u>Scholarships</u>		<u>Total</u>	<u>Total</u>
	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>	<u>2014</u>	<u>2013</u>
Cash and Cash Equivalents	\$ 215,215	\$ 210,914	\$ 77,373	\$ 75,458	\$ 292,588	\$ 286,372
<b>Total Assets</b>	<b>\$ 215,215</b>	<b>\$ 210,914</b>	<b>\$ 77,373</b>	<b>\$ 75,458</b>	<b>\$ 292,588</b>	<b>\$ 286,372</b>
<b>Revenues</b>						
Contributions and donations	\$ -	\$ -	\$ 10,910	\$ 11,052	\$ 10,910	\$ 11,052
Interest on investments	4,301	4,141	955	1,884	5,256	6,025
	<b>\$ 4,301</b>	<b>\$ 4,141</b>	<b>\$ 11,865</b>	<b>\$ 12,936</b>	<b>\$ 16,166</b>	<b>\$ 17,077</b>
<b>Expenses</b>						
Scholarships	-	-	9,950	5,600	9,950	5,600
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,950</b>	<b>\$ 5,600</b>	<b>\$ 9,950</b>	<b>\$ 5,600</b>
<b>Excess of Revenue over Expenses</b>	<b>4,301</b>	<b>4,141</b>	<b>1,915</b>	<b>7,336</b>	<b>6,216</b>	<b>11,477</b>
Trust Fund Balance, Beginning of Year	210,914	206,773	75,458	68,122	286,372	274,895
<b>Trust Fund Balance, End of Year</b>	<b>\$ 215,215</b>	<b>\$ 210,914</b>	<b>\$ 77,373</b>	<b>\$ 75,458</b>	<b>\$ 292,588</b>	<b>\$ 286,372</b>

## 17. CONTRACTUAL OBLIGATIONS AND COMMITMENTS

Significant contractual obligations and commitments of the school division are as follows:

- The School Division has entered into an agreement with Hertz Northern Bus (2006) Ltd. for the provision of student transportation services in the cities of Yorkton and Melville. The costs payable under this contract are defined on a per trip basis and are subject to annual increases as defined in the contract. The agreement is in effect until June 30, 2017. In June 2014, the contract was assigned to Rilling Bus Ltd. after Hertz Northern Bus (2006) Ltd. notified the division that they were opting out of the contract. Rilling Bus Ltd. assumed the terms of the original contract.
- The School Division has entered into an agreement with Good Spirit School Division No. 204 for the provision of student transportation services for areas outside the cities of Yorkton and Melville. Good Spirit School Division No. 204 provides these services on a cost recovery basis, plus an administration fee. The cost to Good Spirit School Division No. 204 of providing the services and the administration fee is determined annually based on a formula agreed upon

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between the two School Divisions, taking into account transportation grants received directly by Good Spirit School Division No. 204.

- capital lease obligations, as follows:

	<b>Copier Leases</b>	
<b>Future minimum lease payments:</b>		
2015	\$	11,318
2016	\$	11,318
2017	\$	2,830
	\$	<b>25,466</b>
<b>Interest and executory costs</b>		(943)
<b>Total Lease Obligations</b>	\$	<b>24,523</b>

## 18. ACCOUNTING CHANGES

### PS 3260 Liability for Contaminated Sites

On September 1, 2013, the school division adopted the new PS3260 Liability for Contaminated Sites standard. This section establishes standards on how to account for and report a liability associated with the remediation of contaminated sites. Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the school division is:
  - directly responsible; or
  - accepts responsibility
- the school division expects that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

The adoption of the new PS3260 standard has not resulted in any changes to the measurement and recognition of liabilities in the school division's 2014 financial statements.

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## 19. RISK MANAGEMENT

The school division is exposed to financial risks from its financial assets and liabilities. These risks include credit risk, liquidity risk and market risk consisting of interest rate risk.

### i) Credit Risk

Credit risk is the risk to the school division from potential non-payment of accounts receivable. The credit risk related to the school division's receivables from the provincial government, federal government and their agencies are considered to be minimal. For other receivables, the school division monitors overdue accounts on a monthly basis.

The school division does not have a significant exposure to any individual customer. Management reviews accounts receivable on a case by case basis to determine if a valuation allowance is necessary to reflect impairment in collectability.

The aging of accounts receivable including amounts for education property taxes, grants from the provincial and federal government and their agencies and from individuals at August 31, 2014 and August 31, 2013 was:

	August 31, 2014			August 31, 2013		
	Accounts Receivable	Allowance for Doubtful Accounts	Net of Allowances	Accounts Receivable	Allowance for Doubtful Accounts	Net of Allowances
Current	\$ 1,321,559	\$ 49,548	\$ 1,272,011	\$ 851,865	\$ 53,759	\$ 798,106
0-30 days	28,030	-	28,030	-	-	-
30-60 days	-	-	-	-	-	-
60-90 days	-	-	-	-	-	-
Over 90 days	150	-	150	11,324	-	11,324
<b>Total</b>	<b>\$ 1,349,739</b>	<b>\$ 49,548</b>	<b>\$ 1,300,191</b>	<b>\$ 863,189</b>	<b>\$ 53,759</b>	<b>\$ 809,430</b>

### ii) Liquidity Risk

Liquidity risk is the risk that the school division will not be able to meet its financial obligations as they come due. The school division manages liquidity risk by monitoring budgets and maintaining adequate cash balances for the current and future cash requirements to meet accounts payable obligations, accrued liabilities and long term debt repayments.

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The following table sets out the contractual maturities of the school division's financial liabilities:

	<b>Within 6 months</b>	<b>6 months to 1 year</b>	<b>1 to 5 years</b>
Accounts payable and accrued liabilities	1,092,643	-	-
Long term debt	38,399	55,999	125,011
<b>Total</b>	<b>\$ 1,131,042</b>	<b>\$ 55,999</b>	<b>\$ 125,011</b>

**Market Risk**

The school division is exposed to market risks with respect to interest rates.

**Interest Rate Risk:**

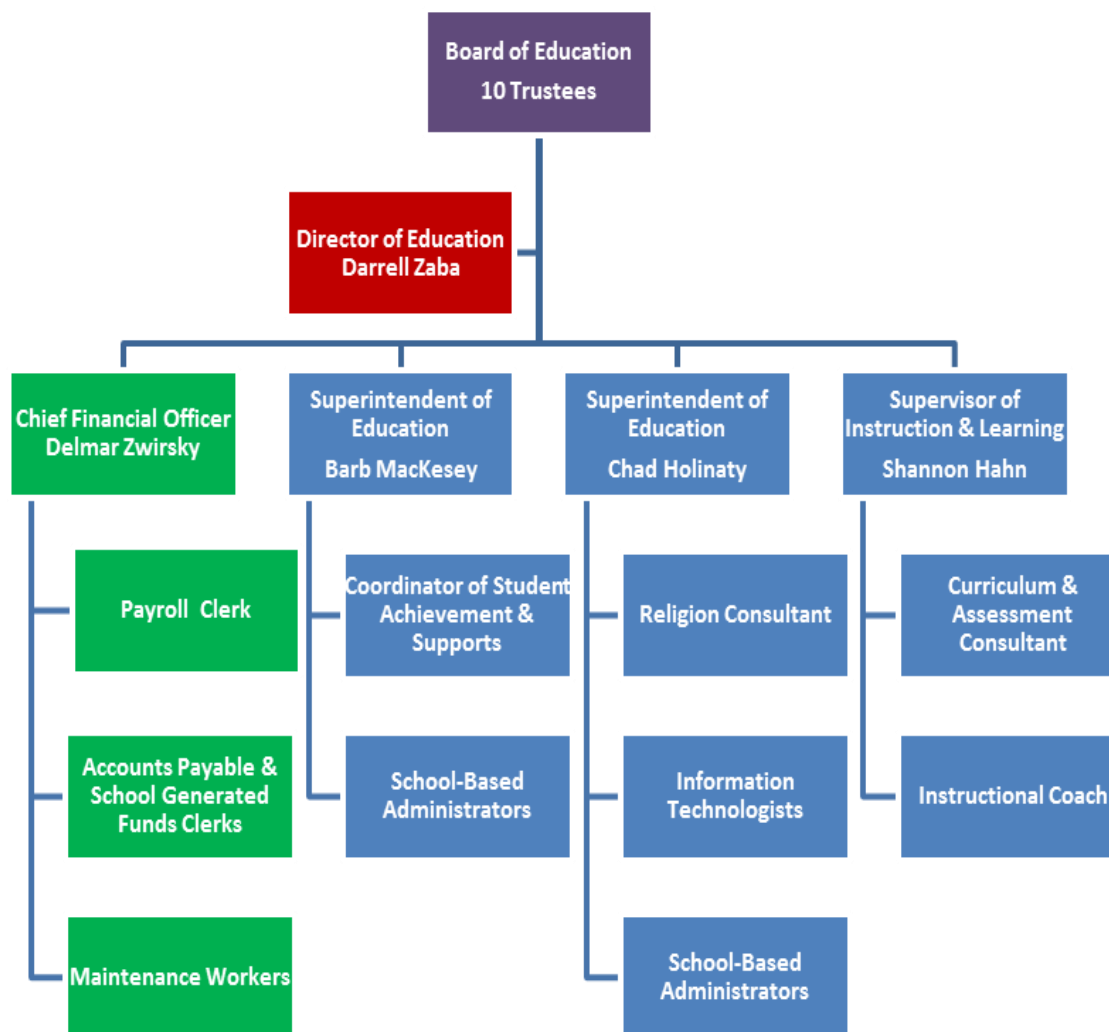
Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The school division's interest rate exposure relates to cash and cash equivalents and portfolio investments. The school division also has an authorized bank line of credit of \$750,000 with interest payable at prime minus 1%. Changes in the bank's prime lending rate can cause fluctuation in interest payments and cash flows. There was no balance outstanding on this credit facility as of August 31, 2014.

The school division minimizes these risks by:

- holding cash in an account at a Canadian bank, denominated in Canadian currency
- investing in GICs and term deposits for short terms at fixed interest rates
- managing cash flows to minimize utilization of its bank line of credit
- managing its interest rate risk on long-term debt through the exclusive use of fixed rate terms for its long-term debt

## Appendix B: Organizational Chart

### Christ the Teacher Catholic School Division – August 31, 2014



## Appendix C: School List

There are 8 schools in Christ the Teacher Catholic School Division located in 3 communities:

Schools	Grades	Location
Sacred Heart High School	9-12 French Immersion Dual Track	Yorkton
Saint Alphonsus School	Pre-K-8	Yorkton
Saint Henry's Junior School	Pre-K-5 French Immersion Dual Track	Melville
Saint Henry's Senior School	5-9 French Immersion Dual Track	Melville
Saint Mary's School	Pre-K-8	Yorkton
Saint Michael's School	K-8 French Immersion Dual Track	Yorkton
Saint Paul's School	K-8	Yorkton
Saint Theodore School	K-8	Theodore

**Note:** Our division also operates a storefront school for grade 8-12 students. The students are included in the Saint Mary's School enrolment data.

## Appendix D: Payee List – 2013-14

### Christ the Teacher Catholic School Division Payee Disclosure List for the Fiscal Year September 1, 2013 to August 31, 2014

As part of government's commitment to accountability and transparency, the Ministry of Education and Saskatchewan school divisions disclose payments that total \$50,000 or greater made to individuals, businesses and other organizations during the fiscal year. These payments include salaries, contracts, transfers, purchases of goods and services, and other expenditures.

#### ***Payments to Board of Education***

<b>Board Remuneration</b>					
<b>Name</b>	<b>Remuneration</b>	<b>Expenses</b>	<b>Travel</b>	<b>Professional Development ***</b>	<b>Total</b>
Gibson, Erin	\$2,427	\$250	\$375	\$0	\$3,051
Guy, Dwight	\$3,907	\$250	\$269	\$7,259	\$11,686
Killick, Del	\$3,144	\$250	\$574	\$4,704	\$8,672
Niezgoda, Jerome	\$4,438	\$298	\$42	\$7,003	\$11,782
Rathgeber, Doreen	\$3,530	\$250	\$455	\$14,699	\$18,933
Rathgeber, Lisa **	\$5,749	\$891	\$1,009	\$3,738	\$11,386
Rogalski, Angie *	\$6,568	\$2,412	\$1,211	\$5,799	\$15,989
Todas, Dwayne	\$3,015	\$250	\$6	\$3,404	\$6,676
Wilson, Theresa	\$4,021	\$250	\$616	\$7,481	\$12,368
Zaryski, Pat	\$4,202	\$250	\$315	\$5,021	\$9,788
<b>Total</b>	<b>\$41,001</b>	<b>\$5,351</b>	<b>\$4,872</b>	<b>\$59,108</b>	<b>\$110,332</b>

\* Board Chair

\*\* Board Vice-Chair

\*\*\* Professional Development includes education, training and conferences.

#### ***Personal Services***

Christ the Teacher Catholic School Division is guided by the Local Authority Freedom of Information and Protection of Privacy (LAFOIP) and accepts requests for information from its stakeholders. Salaries of employees may be obtained upon request in accordance with the provisions of the LAFOIP.

#### ***Transfers***

Listed are payees who received a total of \$50,000 or more for tuition, program grants, funding, foundations and donations.

Good Spirit School Division No. 204

\$88,339

## ***Supplier Payments***

Listed are payees who received a total of \$50,000 or more for the provision of goods and services.

Caliber Sports Systems	\$59,272
CDW Canada Inc.	\$135,106
Hancock Plumbing Ltd.	\$51,890
Hertz Northern Bus (2006) Ltd.	\$222,854
Marsh Canada	\$54,811
Pearson Canada Inc	\$53,602
Sask Energy	\$138,799
SaskPower	\$238,371
Society for the Involvement of Good Neighbours Inc.	\$118,742
Speidel, Wayne	\$98,856
Sunrise Health Region	\$63,230
Toshiba Business Solutions	\$58,747
Yorkton Co-operative Association	\$54,147

## ***Other Expenditures***

Listed are payees who received a total of \$50,000 or more and are not included in the above three categories.

Canada Revenue Agency	\$3,597,127
Canadian Western Bank	\$1,500,000
Cornerstone Credit Union	\$1,750,000
Municipal Employees' Pension Plan	\$457,435
Sask School Boards Assoc.	\$130,220
Sask Teachers' Federation	\$1,097,344



## Appendix E: Infrastructure Projects – 2013-14

School	Project Details	2013-14 Cost
St. Henry's Junior	Roller Shades	\$7,608
St. Henry's Junior	Classroom Renovation	\$7,347
St. Henry's Senior	Replace HVAC Unit	\$8,092
St. Henry's Senior	Band Room Access Project	\$5,136
St. Henry's Senior	Refinish Gym Floor	\$2,648
St. Henry's Senior	Replace Ceiling Tiles	\$1,698
St. Mary's	Drainage Project (Yard)	\$11,561
St. Mary's	Install Doors/Flashing	\$2,460
St. Michael's	New Sidewalk	\$8,473
St. Michael's	Boiler Upgrade	\$1,890
St. Michael's	Washers/Dryers	\$1,445
St. Paul's	Washers/Dryers	\$1,445
Sacred Heart High School	Ventilation Project (Plasma Cutter)	\$41,150
Sacred Heart High School	New Bell/Phone System	\$24,353
Sacred Heart High School	Computer Lab Upgrade	\$18,870
Sacred Heart High School	Wire Variable Frequency Drives	\$10,668
Sacred Heart High School	Coil/Heating Upgrade	\$8,008
Sacred Heart High School	Replace Air Conditioning Pump	\$6,135
<b>Total</b>		<b>\$168,988</b>