

**PARK WEST SCHOOL DIVISION  
P.O. BOX 68, 1161 ST. CLAIRE STREET  
BIRTLE, MANITOBA R0M 0C0**

**AUDITED FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION**

**June 30, 2018**

## Independent Auditors' Report

To the Board of Trustees of Park West School Division:

We have audited the accompanying consolidated financial statements of Park West School Division, which comprise the consolidated statement of financial position as at June 30, 2018, and the consolidated statements of revenue, expenses and accumulated surplus, change in net debt and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

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

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these consolidated 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 consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated 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 consolidated 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 consolidated 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, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of Park West School Division as at June 30, 2018 and the consolidated results of its operations, change in net debt and its cash flow for the year then ended in accordance with Canadian public sector accounting standards.

### *Other Matters*

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

Brandon, Manitoba  
October 11, 2018

  
Chartered Professional Accountants

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



Chairperson of the Board

October 24, 2018

Date

**AUDITORS' REPORT ON ENROLMENT**

**TO THE BOARD OF TRUSTEES  
Park West School Division**

We have audited the attached EIS Enrolment File Verification Report - EIS Cert. - part 2 of 2 (prepared in accordance with Part I, Sections 1.1 and 1.2 of the Public Schools Enrolment and Categorical Grants Reporting for the 2017/18 School Year) of the Park West School Division as at September 30, 2017. This enrolment information is the responsibility of the Division's management. Our responsibility is to express an opinion on this enrolment information based on our audit.

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

In our opinion, this report presents fairly, in all material respects, the enrolment of the Park West School Division as at September 30, 2017 in accordance with the Public Schools Enrolment and Categorical Grants Reporting for the 2017/18 School Year referred to above.

*MNP LLP*

October 11, 2018

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October 11, 2018

Chairperson of the Board

Date

October 11, 2018

Board of Trustees  
Park West School Division  
1161 St. Clare Street North  
Box 68  
Birtle, MB R0M 0C0

Dear Board of trustees :

**Management letter for the year ended June 30, 2018**

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

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

During the course of the audit it was noted that the board did not approve the use of the Waywayseeppo First Nation surplus for the purchase of a tractor. The partnership agreement states that the Park West School Division board should approve all expenditures with the Waywayseeppo surplus. We recommend that all expenditures using the surplus be approved by the board.

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

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

Sincerely,



**Chartered Professional Accountants**

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## MANAGEMENT REPORT


### Management's Responsibility for the Financial Statements

The accompanying consolidated financial statements of Park West School Division are the responsibility of the Division management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies is described in Note 2 to the consolidated financial statements.

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

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

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



Chairperson



Secretary-Treasurer

October 11, 2018

## EXPENSE DEFINITIONS

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

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

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

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

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

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

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

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

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

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

**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**

as at June 30

Notes		2018	2017
	<b>Financial Assets</b>		
	Cash and Bank	-	-
	Due from - Provincial Government	1,866,929	1,803,069
	- Federal Government	75,884	167,995
	- Municipal Government	4,347,003	4,079,886
	- Other School Divisions	-	-
	- First Nations	241,634	106,190
	Accounts Receivable	101,428	34,703
	Accrued Investment Income	-	-
	Portfolio Investments	-	-
		<u>6,632,878</u>	<u>6,191,843</u>
	<b>Liabilities</b>		
4	Overdraft	5,251,416	4,373,046
	Accounts Payable	744,166	761,109
	Accrued Liabilities	-	-
	Employee Future Benefits	-	-
	Accrued Interest Payable	164,441	177,810
	Due to - Provincial Government	-	-
	- Federal Government	-	-
	- Municipal Government	-	-
	- Other School Divisions	-	-
	- First Nations	-	-
5	Deferred Revenue	45,519	143,836
6	Borrowings from the Provincial Government	9,172,121	9,891,506
15	Other Borrowings	1,780,738	1,702,029
	School Generated Funds Liability	-	-
		<u>17,158,401</u>	<u>17,049,336</u>
	<b>Net Debt</b>	<u>(10,525,523)</u>	<u>(10,857,493)</u>
	<b>Non-Financial Assets</b>		
7	Net Tangible Capital Assets (TCA Schedule)	12,590,812	13,212,895
	Inventories	158,854	149,772
	Prepaid Expenses	51,648	49,426
		<u>12,801,314</u>	<u>13,412,093</u>
8	<b>Accumulated Surplus</b>	<u>2,275,791</u>	<u>2,554,600</u>

See accompanying notes to the Financial Statements


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

For the Year Ended June 30

Notes	2018	2017
<b>Revenue</b>		
Provincial Government	14,888,186	14,976,841
Federal Government	-	-
Municipal Government	7,795,984	7,373,514
- Property Tax		
- Other	32,119	25,200
Other School Divisions	15,975	16,500
First Nations	7,386,325	7,231,881
Private Organizations and Individuals	67,846	75,600
Other Sources	5,981	103,028
School Generated Funds	952,077	1,026,090
Other Special Purpose Funds	-	-
	<u>31,144,493</u>	<u>30,828,654</u>
<b>Expenses</b>		
Regular Instruction	17,608,082	16,917,544
Student Support Services	3,483,401	3,565,159
Adult Learning Centres	127,816	134,567
Community Education and Services	104,914	95,023
Divisional Administration	1,129,172	1,271,197
Instructional and Other Support Services	795,482	729,293
Transportation of Pupils	2,062,971	1,900,910
Operations and Maintenance	3,232,927	3,291,494
10 Fiscal	497,257	494,181
- Interest		
- Other	422,160	407,780
Amortization	1,037,236	938,128
Other Capital Items	-	-
School Generated Funds	922,830	971,532
Other Special Purpose Funds	-	-
	<u>31,424,248</u>	<u>30,716,808</u>
Current Year Surplus (Deficit) before Non-vested Sick Leave	<u>(279,755)</u>	111,846
Less: Non-vested Sick Leave Expense (Recovery)	<u>(946)</u>	<u>(46,568)</u>
Net Current Year Surplus (Deficit)	<u>(278,809)</u>	<u>158,414</u>
Opening Accumulated Surplus	2,554,600	2,396,186
Adjustments:		
Tangible Cap. Assets and Accum. Amort.	-	-
Other than Tangible Cap. Assets	-	-
Non-vested sick leave - prior years	-	-
Opening Accumulated Surplus, as adjusted	<u>2,554,600</u>	<u>2,396,186</u>
<b>Closing Accumulated Surplus</b>	<u>2,275,791</u>	<u>2,554,600</u>

See accompanying notes to the Financial Statements



## CONSOLIDATED STATEMENT OF CHANGE IN NET DEBT

For the Year Ended June 30, 2018

	2018	2017
Net Current Year Surplus (Deficit)	<u>(278,809)</u>	<u>158,414</u>
Amortization of Tangible Capital Assets	1,037,236	938,128
Acquisition of Tangible Capital Assets	(415,153)	(3,144,061)
(Gain) / Loss on Disposal of Tangible Capital Assets	-	-
Proceeds on Disposal of Tangible Capital Assets	-	-
	<u>622,083</u>	<u>(2,205,933)</u>
Inventories (Increase)/Decrease	(9,082)	(4,312)
Prepaid Expenses (Increase)/Decrease	(2,222)	(1,307)
	<u>(11,304)</u>	<u>(5,619)</u>
(Increase)/Decrease in Net Debt	<u>331,970</u>	<u>(2,053,138)</u>
Net Debt at Beginning of Year	(10,857,493)	(8,804,355)
Adjustments Other than Tangible Cap. Assets	-	-
	<u>(10,857,493)</u>	<u>(8,804,355)</u>
<b>Net Debt at End of Year</b>	<u><u>(10,525,523)</u></u>	<u><u>(10,857,493)</u></u>

**CONSOLIDATED STATEMENT OF CASH FLOW**

For the Year Ended June 30, 2018

	2018	2017
<b>Operating Transactions</b>		
Net Current Year Surplus (Deficit)	(278,809)	158,414
Non-Cash Items Included in Current Year Surplus/(Deficit):		
Amortization of Tangible Capital Assets	1,037,236	938,128
(Gain)/Loss on Disposal of Tangible Capital Assets	-	-
Employee Future Benefits Increase/(Decrease)	-	-
Due from Other Organizations (Increase)/Decrease	(374,310)	1,047,500
Accounts Receivable & Accrued Income (Increase)/Decrease	(66,725)	1,408
Inventories and Prepaid Expenses - (Increase)/Decrease	(11,304)	(5,619)
Due to Other Organizations Increase/(Decrease)	-	-
Accounts Payable & Accrued Liabilities Increase/(Decrease)	(30,312)	(941,265)
Deferred Revenue Increase/(Decrease)	(98,317)	(316,582)
School Generated Funds Liability Increase/(Decrease)	-	-
Adjustments Other than Tangible Cap. Assets	-	-
	<u>177,459</u>	<u>881,984</u>
Cash Provided by (Applied to) Operating Transactions		
<b>Capital Transactions</b>		
Acquisition of Tangible Capital Assets	(415,153)	(3,144,061)
Proceeds on Disposal of Tangible Capital Assets	-	-
	<u>(415,153)</u>	<u>(3,144,061)</u>
Cash Provided by (Applied to) Capital Transactions		
<b>Investing Transactions</b>		
Portfolio Investments (Increase)/Decrease	-	-
	<u>-</u>	<u>-</u>
Cash Provided by (Applied to) Investing Transactions		
<b>Financing Transactions</b>		
Borrowings from the Provincial Government Increase/(Decrease)	(719,385)	618,819
Other Borrowings Increase/(Decrease)	78,709	1,702,029
	<u>(640,676)</u>	<u>2,320,848</u>
Cash Provided by (Applied to) Financing Transactions		
Cash and Bank / Overdraft (Increase)/Decrease	(878,370)	58,771
Cash and Bank (Overdraft) at Beginning of Year	<u>(4,373,046)</u>	<u>(4,431,817)</u>
<b>Cash and Bank (Overdraft) at End of Year</b>	<u><u>(5,251,416)</u></u>	<u><u>(4,373,046)</u></u>



## OPERATING FUND SCHEDULE OF FINANCIAL POSITION

as at June 30

	2018	2017
<b>Financial Assets</b>		
Cash and Bank	19,228	1,515
Due from		
- Provincial Government	1,702,488	1,625,259
- Federal Government	75,884	167,995
- Municipal Government	4,347,003	4,079,886
- Other School Divisions	-	-
- First Nations	241,634	106,190
- Other Funds	57,261	57,288
Accounts Receivable	101,428	34,703
Accrued Investment Income	-	-
Portfolio Investments	-	-
	6,544,926	6,072,836
<b>Liabilities</b>		
Overdraft	5,671,989	4,746,659
Accounts Payable	744,166	761,109
Accrued Liabilities	-	-
Employee Future Benefits	-	-
Accrued Interest Payable	-	-
Due to		
- Provincial Government	-	-
- Federal Government	-	-
- Municipal Government	-	-
- Other School Divisions	-	-
- First Nations	-	-
- Capital Fund	-	-
Deferred Revenue	45,519	143,836
Other Borrowings	-	-
	6,461,674	5,651,604
<b>Net Financial Assets (Net Debt)</b>	83,252	421,232
<b>Non-Financial Assets</b>		
Inventories	158,854	149,772
Prepaid Expenses	51,648	49,426
	210,502	199,198
<b>Accumulated Surplus (Deficit)</b>	293,754	620,430

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

For the Year Ended June 30

	2018 Actual	2018 Budget	2017 Actual
<b>Revenue</b>			
Provincial Government - Core	13,732,896	13,627,660	13,886,615
Federal Government	-	-	-
Municipal Government - Property Tax	7,795,984	7,849,228	7,373,514
- Other	32,119	-	25,200
Other School Divisions	15,975	67,600	16,500
First Nations	7,386,325	7,788,664	7,231,881
Private Organizations and Individuals	67,846	14,000	75,600
Other Sources	5,981	7,000	25,401
	29,037,126	29,354,152	28,634,711
<b>Expenses</b>			
Regular Instruction	17,608,082	17,101,828	16,917,544
Student Support Services	3,483,401	3,837,091	3,565,159
Adult Learning Centres	127,816	175,412	134,567
Community Education and Services	104,914	107,293	95,023
Divisional Administration	1,129,172	1,193,947	1,271,197
Instructional and Other Support Services	795,482	740,600	729,293
Transportation of Pupils	2,062,971	1,994,985	1,900,910
Operations and Maintenance	3,232,927	3,452,825	3,291,494
Fiscal	483,512	442,000	451,417
	29,028,277	29,045,981	28,356,604
Current Year Surplus (Deficit) before Non-vested Sick Leave	8,849	308,171	278,107
Less: Non-vested Sick Leave Expense (Recovery)	(946)		(46,568)
Current Year Surplus (Deficit) after Non-vested Sick Leave	9,795	308,171	324,675
Net Transfers from (to) Capital Fund	(336,471)	(135,000)	(171,246)
Transfers from Special Purpose Funds	-		-
Net Current Year Surplus (Deficit)	(326,676)	173,171	153,429
Opening Accumulated Surplus (Deficit)	620,430		467,001
Adjustments: Liability for Contaminated Sites	-		-
	-		-
Non-vested sick leave - prior years	-		-
Opening Accumulated Surplus (Deficit), as adjusted	620,430		467,001
<b>Closing Accumulated Surplus (Deficit)</b>	<b>293,754</b>		<b>620,430</b>

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

For the Year Ended June 30, 2018

**Funding of Schools Program**

Base Support		
Instructional Support	2,872,194	
Additional Instructional Support for Small Schools	25,779	
Sparsity	514,330	
Curricular Materials	89,430	
Information Technology	92,411	
Library Services	137,126	
Student Services	487,960	
Counselling and Guidance	123,712	
Professional Development	68,563	
Physical Education	35,625	
Occupancy	<u>1,277,370</u>	5,724,500
Categorical Support		
Transportation	1,226,359	
Board and Room	-	
Special Needs: Coordinator/Clinician	162,465	
Special Needs: Level 2	266,000	
Special Needs: Level 3	162,701	
Senior Years Technology Education	78,540	
English as an Additional Language	33,050	
Aboriginal Academic Achievement (including BSSAP)	90,500	
Aboriginal and International Languages	238	
French Language Education	6,100	
Small Schools	147,282	
Enrolment Change Support	80,270	
Northern Allowance	-	
Early Childhood Development Initiative	18,778	
Literacy and Numeracy	119,240	
Education for Sustainable Development	<u>9,800</u>	2,401,323
Equalization		895,099
Additional Equalization		-
Adjustment for Days Closed		-
Formula Guarantee		1,376,797
Other Program Support		
School Buildings Support: "D" Projects	104,160	
Technology Education Equipment Replacement	33,400	
Skills Strategy Equipment Enhancement	-	
Other Minor Capital Support	-	
Prior Year Support		
Finalization of Previous Year Support	-	
Curricular Materials	-	
School Buildings Support: "D" Projects	-	
Technology Education Equipment	<u>-</u>	137,560
		<u><u>10,535,279</u></u>



## OPERATING FUND - REVENUE DETAIL NON-PROVINCIAL GOVERNMENT SOURCES

For the Year Ended June 30, 2018

<b>Federal Government</b>			
Tuition Fees	-		
Transportation of Pupils	-		
French Language Monitor	-		
English as an Additional Language (Adults)	-		
Other:	-		
_____			
_____			
_____			
_____			0
<b>Municipal Government</b>			
Special Requirement	10,289,359		
Less: Education Property Tax Credit	(1,710,530)		
Less: Tax Incentive Grant	(782,845)	7,795,984	
Other:	40% share of PWFOCI municipal grants	32,119	7,828,103
_____			
_____			
_____			
_____			
_____			15,975
<b>Other School Divisions</b>			
Tuition Fees	-		
Transfer Fees	15,975		
Residual Fees	-		
Transportation of Pupils	-		
Other:	-		
_____			
_____			
_____			
_____			
_____			7,386,325
<b>First Nations</b>			
Tuition Fees	7,386,325		
Transportation of Pupils	-		
Other:	-		
_____			
_____			
_____			
_____			
_____			
_____			7,386,325
<b>Private Organizations and Individuals (Includes GBE's)</b>			
Regular Tuition	-		
International Tuition	16,625		
Continuing Education	-		
Other Tuition:	-		
Food Service	-		
Government Business Enterprises (GBE's)	-		
Other:	40% share of PWFOCI other income	51,221	
_____			
_____			
_____			
_____			
_____			
_____			67,846
<b>Other Sources</b>			
Interest	656		
Donations	-		
Other:	Regular instruction	196	
	Maintenance/Transportation	4,979	
	Employee parking fees	150	
_____			
_____			
_____			
_____			
_____			
_____			5,981
<b>TOTAL NON-PROVINCIAL GOVERNMENT REVENUE</b>			<u>15,304,230</u>



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

For the Year Ended June 30

FUNCTION OBJECT	100	200	300	400	500	600	700	800	900	2018	2017
	Regular Instruction	Student Support Services	Adult Learning Centres	Education and Services	Divisional Administration	Instructional and Other Support Services	Transportation of Pupils	Operations and Maintenance	Fiscal	TOTALS	TOTALS
Salaries	15,020,325	3,145,073	82,843	87,281	798,100	608,644	802,014	1,068,244		21,612,524	20,892,204
Employees Benefits and Allowances	811,612	256,647	3,067	1,200	75,417	48,106	108,156	161,789		1,465,994	1,483,122
Services	671,534	40,907	20,144	3,470	245,273	90,549	738,028	1,597,068		3,406,973	3,482,118
Supplies, Materials and Minor Equipment	993,417	40,774	1,442	12,963	10,382	48,183	414,773	405,826		1,927,760	1,897,610
Interest and Bank Charges									61,352	61,352	43,637
Bad Debt Expense									-	0	0
Transfers	111,194	-	20,320	-	-	-	-	-	(PAYROLL TAX) 422,160	553,674	557,913
<b>TOTALS</b>	<b>17,608,082</b>	<b>3,483,401</b>	<b>127,816</b>	<b>104,914</b>	<b>1,129,172</b>	<b>795,482</b>	<b>2,062,971</b>	<b>3,232,927</b>	<b>483,512</b>	<b>29,028,277</b>	<b>28,356,604</b>

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

For the Year Ended June 30, 2018

REGULAR INSTRUCTION	10 ADMINISTRATION	SINGLE TRACK SCHOOLS *			80 DUAL TRACK SCHOOLS **	90 SENIOR YEARS TECHNOLOGY EDUCATION	TOTALS
		20 ENGLISH LANGUAGE	50 FRANÇAIS	70 FRENCH IMMERSION			
CODE OBJECT \ PROGRAM							
3XX SALARIES							
320 Executive, Managerial and Supervisory	1,115,989						1,115,989
330 Instructional - Teaching		12,831,179					12,831,179
350 Instructional - Other		398,308					398,308
360 Technical, Specialized and Service							0
370 Secretarial, Clerical and Other	437,843						437,843
390 Information Technology	237,006						237,006
Total Salaries	1,790,838	13,229,487	0	0	0	0	15,020,325
4XX EMPLOYEES BENEFITS AND ALLOWANCES	143,565	668,047					811,612
5-6XX SERVICES							
510 Professional, Technical and Specialized		44,254					44,254
520 Communications	53,069	3,138					56,207
540 Travel and Meetings	15,859	25,301					41,160
560 Tuition		11,323					11,323
570 Printing and Binding		34,774					34,774
580 Insurance and Bond Premiums		8,067					8,067
590 Maintenance and Repair Services		556					556
610 Rentals		18,000					18,000
630 Advertising	15,976	1,000					16,976
640 Dues and Fees		770					770
650 Professional and Staff Development	6,459						6,459
680 Information Technology Services	118,595	314,393					432,988
Total Services	209,958	461,576	0	0	0	0	671,534
7XX SUPPLIES, MATERIALS AND MINOR EQUIPMENT							
710 Supplies	60,012	518,749					578,761
740 Curricular and Media Materials		89,090					89,090
760 Minor Equipment		66,785					66,785
780 Information Technology Equipment		258,781					258,781
Total Supplies, Materials and Minor Equipment	60,012	933,405	0	0	0	0	993,417
96X-99 TRANSFERS							
960 School Divisions		94,872					94,872
980 Organizations and Individuals		16,322					16,322
Total Transfers	0	111,194	0	0	0	0	111,194
<b>TOTALS</b>	<b>2,204,373</b>	<b>15,403,709</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,608,082</b>

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

\*\* includes multi-track schools.

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

For the Year Ended June 30, 2018

<b>STUDENT SUPPORT SERVICES</b>		10	30	40	50	60	70	
CODE	OBJECT \ PROGRAM	ADMINISTRATION /CO-ORDINATION	CLINICAL AND RELATED SERVICES	SPECIAL PLACEMENT	REGULAR PLACEMENT	RESOURCE SERVICES	COUNSELLING AND GUIDANCE	TOTALS
3XX	SALARIES							
320	Executive, Managerial and Supervisory	106,359						106,359
330	Instructional - Teaching					827,909	508,775	1,336,684
350	Instructional - Other				942,799	367,510		1,310,309
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other	16,324						16,324
380	Clinician		375,397					375,397
390	Information Technology							0
	Total Salaries	122,683	375,397	0	942,799	1,195,419	508,775	3,145,073
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	6,291	17,769		123,425	88,921	20,241	256,647
5-6XX	SERVICES							
510	Professional, Technical and Specialized				1,097	3,000	467	4,564
520	Communications	329	4,538				1,032	5,899
540	Travel and Meetings	4,447	7,914			730	7,844	20,935
560	Tuition							0
570	Printing and Binding							0
580	Insurance and Bond Premiums							0
590	Maintenance and Repair Services							0
610	Rentals							0
630	Advertising	826						826
640	Dues and Fees	350	3,274					3,624
650	Professional and Staff Development	2,215	788				2,056	5,059
680	Information Technology Services							0
	Total Services	8,167	16,514	0	1,097	3,730	11,399	40,907
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT							
710	Supplies	435	6,693		15,910	3,008	1,184	27,230
740	Curricular and Media Materials							0
760	Minor Equipment							0
780	Information Technology Equipment	8,336	3,470		222	1,516		13,544
	Total Supplies, Materials and Minor Equipment	8,771	10,163	0	16,132	4,524	1,184	40,774
96X-99	TRANSFERS							
960	School Divisions							0
980	Organizations and Individuals							0
	Total Transfers	0	0	0	0			0
	<b>TOTALS</b>	<b>145,912</b>	<b>419,843</b>	<b>0</b>	<b>1,083,453</b>	<b>1,292,594</b>	<b>541,599</b>	<b>3,483,401</b>

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

For the Year Ended June 30, 2018

<b>ADULT LEARNING CENTRES</b>		10	20	
CODE	OBJECT \ PROGRAM	ADMINISTRATION AND OTHER	INSTRUCTION	TOTALS
<b>3XX SALARIES</b>				
320	Executive, Managerial and Supervisory			0
330	Instructional - Teaching		82,843	82,843
350	Instructional - Other			0
360	Technical, Specialized and Service			0
370	Secretarial, Clerical and Other			0
390	Information Technology			0
	Total Salaries	0	82,843	82,843
<b>4XX EMPLOYEES BENEFITS AND ALLOWANCES</b>			3,067	3,067
<b>5-6XX SERVICES</b>				
510	Professional, Technical and Specialized			0
520	Communications		2,144	2,144
530	Utility Services			0
540	Travel and Meetings			0
560	Tuition			0
570	Printing and Binding			0
580	Insurance and Bond Premiums			0
590	Maintenance and Repair Services			0
610	Rentals		18,000	18,000
620	Property Taxes			0
630	Advertising			0
640	Dues and Fees			0
650	Professional and Staff Development			0
680	Information Technology Services			0
	Total Services	0	20,144	20,144
<b>7XX SUPPLIES, MATERIALS AND MINOR EQUIPMENT</b>				
710	Supplies		1,360	1,360
740	Curricular and Media Materials		82	82
760	Minor Equipment			0
780	Information Technology Equipment			0
	Total Supplies, Materials and Minor Equipment	0	1,442	1,442
<b>96X-99 TRANSFERS</b>				
960	School Divisions			0
980	Organizations and Individuals		20,320	20,320
999	Recharge			0
	Total Transfers	0	20,320	20,320
<b>TOTALS</b>		<b>0</b>	<b>127,816</b>	<b>127,816</b>

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

For the Year Ended June 30, 2018

<b>COMMUNITY EDUCATION AND SERVICES</b>		10	20	30	40	
		CONTINUING	ENGLISH AS AN	COMMUNITY	PRE-KINDERGARTEN	TOTALS
CODE	OBJECT \ PROGRAM	EDUCATION	ADDITIONAL LANGUAGE	SERVICES AND	EDUCATION	
			FOR ADULTS	RECREATION		
3XX	SALARIES					
320	Executive, Managerial and Supervisory					0
330	Instructional - Teaching				87,281	87,281
350	Instructional - Other					0
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other					0
380	Clinician					0
390	Information Technology					0
	Total Salaries	0	0	0	87,281	87,281
4XX	EMPLOYEES BENEFITS AND ALLOWANCES				1,200	1,200
5-6XX	SERVICES					
510	Professional, Technical and Specialized					0
520	Communications					0
540	Travel and Meetings				3,470	3,470
570	Printing and Binding					0
580	Insurance and Bond Premiums					0
590	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising					0
640	Dues and Fees					0
650	Professional and Staff Development					0
680	Information Technology Services					0
	Total Services	0	0	0	3,470	3,470
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT					
710	Supplies				12,963	12,963
740	Curricular and Media Materials					0
760	Minor Equipment					0
780	Information Technology Equipment					0
	Total Supplies, Materials and Minor Equipment	0	0	0	12,963	12,963
96X-99	TRANSFERS					
980	Organizations and Individuals					0
999	Recharge					0
	Total Transfers	0	0	0	0	0
	<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>104,914</b>	<b>104,914</b>

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

For the Year Ended June 30, 2018

DIVISIONAL ADMINISTRATION		10	20	30	50	
CODE	OBJECT \ PROGRAM	BOARD OF TRUSTEES	INSTRUCTIONAL MANAGEMENT & ADMINISTRATION	BUSINESS AND ADMINISTRATIVE SERVICES	MANAGEMENT INFORMATION SERVICES	TOTALS
3XX	SALARIES					
310	Trustees Remuneration	87,375				87,375
320	Executive, Managerial and Supervisory		288,610	110,202		398,812
360	Technical, Specialized and Service			238,798		238,798
370	Secretarial, Clerical and Other		48,863	24,252		73,115
390	Information Technology					0
	Total Salaries	87,375	337,473	373,252	0	798,100
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	1,046	19,475	54,896		75,417
5-6XX	SERVICES					
510	Professional, Technical and Specialized			30,017	80,117	110,134
520	Communications		4,756	8,516		13,272
540	Travel and Meetings	12,574	8,576	4,212		25,362
570	Printing and Binding			2,431		2,431
580	Insurance and Bond Premiums	953		30,307		31,260
590	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising		74	1,385		1,459
640	Dues and Fees	41,572	5,690	1,529		48,791
650	Professional and Staff Development	9,065	1,844	1,655		12,564
680	Information Technology Services					0
	Total Services	64,164	20,940	80,052	80,117	245,273
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT					
710	Supplies			9,009		9,009
740	Curricular and Media Materials			30		30
760	Minor Equipment					0
780	Information Technology Equipment			1,343		1,343
	Total Supplies, Materials and Minor Equipme	0	0	10,382	0	10,382
96X-99	TRANSFERS					
960	School Divisions					0
980	Organizations and Individuals					0
999	Recharge					0
	Total Transfers	0	0	0		0
	<b>TOTALS</b>	<b>152,585</b>	<b>377,888</b>	<b>518,582</b>	<b>80,117</b>	<b>1,129,172</b>

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

For the Year Ended June 30, 2018

<b>INSTRUCTIONAL AND OTHER SUPPORT SERVICES</b>		05 CURRICULUM CONSULTING & DEVELOPMENT ADMINISTRATION	10 CURRICULUM CONSULTING & DEVELOPMENT	20 LIBRARY / MEDIA CENTRE	30 PROFESSIONAL AND STAFF DEVELOPMENT	80 OTHER	TOTALS
CODE	OBJECT \ PROGRAM						
3XX	SALARIES						
320	Executive, Managerial and Supervisory	92,906					92,906
330	Instructional - Teaching				298,184		298,184
350	Instructional - Other			217,554			217,554
360	Technical, Specialized and Service						0
370	Secretarial, Clerical and Other						0
390	Information Technology						0
	Total Salaries	92,906	0	217,554	298,184	0	608,644
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	4,603		30,591	12,912		48,106
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications		1,129		1,927		3,056
540	Travel and Meetings		5,079				5,079
560	Tuition						0
570	Printing and Binding						0
580	Insurance and Bond Premiums						0
590	Maintenance and Repair Services						0
610	Rentals						0
630	Advertising		127				127
640	Dues and Fees		2,845		52		2,897
650	Professional and Staff Development		1,565		68,043		69,608
680	Information Technology Services			9,782			9,782
	Total Services	0	10,745	9,782	70,022	0	90,549
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies				12,514		12,514
740	Curricular and Media Materials			35,669			35,669
760	Minor Equipment						0
780	Information Technology Equipment						0
	Total Supplies, Materials and Minor Equipment	0	0	35,669	12,514	0	48,183
96X-99	TRANSFERS						
960	School Divisions						0
980	Organizations and Individuals						0
	Total Transfers					0	0
	<b>TOTALS</b>	<b>97,509</b>	<b>10,745</b>	<b>293,596</b>	<b>393,632</b>	<b>0</b>	<b>795,482</b>

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

For the Year Ended June 30, 2018

<b>TRANSPORTATION OF PUPILS</b>		10	20	70	80	90	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	REGULAR	ALLOWANCES IN LIEU OF TRANSPORTATION	BOARDING OF STUDENTS/ DORMITORIES	FIELD TRIPS AND OTHER	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	39,538					39,538
350	Instructional - Other						0
360	Technical, Specialized and Service		746,189				746,189
370	Secretarial, Clerical and Other		16,287				16,287
390	Information Technology						0
	Total Salaries	39,538	762,476		0	0	802,014
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	5,456	102,700				108,156
5-6XX	SERVICES						
510	Professional, Technical and Specialized		1,518				1,518
520	Communications	1,505	11,709				13,214
540	Travel and Meetings	7,765	635				8,400
550	Transportation of Pupils		585,293		4,000	22,054	611,347
570	Printing and Binding						0
580	Insurance and Bond Premiums		23,848				23,848
590	Maintenance and Repair Services		67,026				67,026
610	Rentals		4,469				4,469
630	Advertising	835					835
640	Dues and Fees	589					589
650	Professional and Staff Development	40	6,569				6,609
680	Information Technology Services	173					173
	Total Services	10,907	701,067	0	4,000	22,054	738,028
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies		393,611				393,611
740	Curricular and Media Materials						0
760	Minor Equipment		16,957				16,957
780	Information Technology Equipment		4,205				4,205
	Total Supplies, Materials and Minor Equipment	0	414,773		0	0	414,773
96X-99	TRANSFERS						
960	School Divisions						0
980	Organizations and Individuals						0
999	Recharge		(147,811)			147,811	0
	Total Transfers	0	(147,811)	0	0	147,811	0
	<b>TOTALS</b>	<b>55,901</b>	<b>1,833,205</b>	<b>0</b>	<b>4,000</b>	<b>169,865</b>	<b>2,062,971</b>

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

For the Year Ended June 30, 2018

<b>OPERATIONS AND MAINTENANCE</b>		10	20	50	70	80	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	SCHOOL BUILDINGS MAINTENANCE	SCHOOL BUILDINGS REPAIRS AND REPLACEMENTS	OTHER BUILDINGS	GROUND	TOTALS
<b>3XX SALARIES</b>							
320	Executive, Managerial and Supervisory	39,810					39,810
360	Technical, Specialized and Service		1,012,146				1,012,146
370	Secretarial, Clerical and Other		16,288				16,288
390	Information Technology						0
	Total Salaries	39,810	1,028,434	0	0	0	1,068,244
<b>4XX EMPLOYEES BENEFITS AND ALLOWANCES</b>							
		6,319	155,470				161,789
<b>5-6XX SERVICES</b>							
510	Professional, Technical and Specialized		999		981	33,698	35,678
520	Communications	1,285	8,342				9,627
530	Utility Services		775,408		32,722		808,130
540	Travel and Meetings	650	17,286				17,936
570	Printing and Binding						0
580	Insurance and Bond Premiums		176,404				176,404
590	Maintenance and Repair Services		243,416	138,072	1,169	2,265	384,922
610	Rentals		48,225		18,940	39,248	106,413
620	Property Taxes		38,953		11,724		50,677
630	Advertising	264					264
640	Dues and Fees	508	3,839				4,347
650	Professional and Staff Development		2,670				2,670
680	Information Technology Services						0
	Total Services	2,707	1,315,542	138,072	65,536	75,211	1,597,068
<b>7XX SUPPLIES, MATERIALS AND MINOR EQUIPMENT</b>							
710	Supplies		359,655	17,795	1,474		378,924
740	Curricular and Media Materials						0
760	Minor Equipment		26,902				26,902
780	Information Technology Equipment						0
	Total Supplies, Materials and Minor Equipment	0	386,557	17,795	1,474	0	405,826
<b>96X-99 TRANSFERS</b>							
999	Recharge						0
<b>TOTALS</b>		<b>48,836</b>	<b>2,886,003</b>	<b>155,867</b>	<b>67,010</b>	<b>75,211</b>	<b>3,232,927</b>

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## CAPITAL FUND SCHEDULE OF FINANCIAL POSITION

as at June 30

	2018	2017
<b>Financial Assets</b>		
Cash and Bank	-	-
Due from		
- Provincial Government	164,441	177,810
- Federal Government	-	-
- Municipal Government	-	-
- First Nations	-	-
- Other Funds	-	-
Accounts Receivable	-	-
Accrued Investment Income	-	-
Portfolio Investments	-	-
	164,441	177,810
<b>Liabilities</b>		
Overdraft	-	-
Accounts Payable	-	-
Accrued Liabilities	-	-
Accrued Interest Payable	164,441	177,810
Due to		
- Provincial Government	-	-
- Federal Government	-	-
- Municipal Government	-	-
- First Nations	-	-
- Operating Fund	57,261	57,288
Deferred Revenue	-	-
Borrowings from the Provincial Government	9,172,121	9,891,506
Other Borrowings	1,780,738	1,702,029
	11,174,561	11,828,633
<b>Net Debt</b>	<b>(11,010,120)</b>	<b>(11,650,823)</b>
<b>Non-Financial Assets</b>		
Net Tangible Capital Assets	12,590,812	13,212,895
<b>Accumulated Surplus / Equity *</b>	1,580,692	1,562,072
* Comprised of:		
Reserve Accounts	-	-
Equity in Tangible Capital Assets	1,580,692	1,562,072
	1,580,692	1,562,072

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

For the Year Ended June 30

	2018	2017
<b>Revenue</b>		
Provincial Government		
Grants	-	-
Debt Servicing - Principal	719,385	639,682
- Interest	435,905	450,544
Federal Government	-	-
Municipal Government	-	-
Other Sources:		
Investment Income	-	-
Donations	-	77,627
MB Hydro grant	-	-
Gain / (Loss) on Disposal of Capital Assets	-	-
Gain on receipt of Modular classroom	-	-
	-	-
	-	-
	1,155,290	1,167,853
<b>Expenses</b>		
Amortization	1,037,236	938,128
Interest on Borrowings from the Provincial Government	435,905	450,544
Other Interest	-	-
Other Capital Items	-	-
	1,473,141	1,388,672
Current Year Surplus / (Deficit)	(317,851)	(220,819)
Net Transfers from (to) Operating Fund	336,471	171,246
Transfers from Special Purpose Fund	-	-
Net Current Year Surplus (Deficit)	18,620	(49,573)
Opening Accumulated Surplus / Equity	1,562,072	1,611,645
Adjustments:	-	-
	-	-
Opening Accumulated Surplus / Equity as adjusted	1,562,072	1,611,645
<b>Closing Accumulated Surplus / Equity</b>	<b>1,580,692</b>	<b>1,562,072</b>

**SCHEDULE OF TANGIBLE CAPITAL ASSETS**

at June 30, 2018

	Buildings and Leasehold Improvements		School Buses	Other Vehicles	Furniture / Fixtures & Equipment	Computer Hardware & Software *	Land	Land Improvements	Assets Under Construction	2018 TOTALS	2017 TOTALS
	School	Non-School									
<b>Tangible Capital Asset Cost</b>											
Opening Cost, as previously reported	27,587,097	172,594	3,292,677	164,872	616,325	189,411	372,988	-	1,775,535	34,171,499	31,027,438
Adjustments	-	-	-	-	-	-	-	-	-	-	-
Opening Cost adjusted	27,587,097	172,594	3,292,677	164,872	616,325	189,411	372,988	-	1,775,535	34,171,499	31,027,438
Add:											
Additions during the year	-	-	111,122	-	2,022,304	-	-	-	(1,718,273)	415,153	3,144,061
Less:											
Disposals and write downs	-	-	-	-	-	-	-	-	-	-	-
Closing Cost	27,587,097	172,594	3,403,799	164,872	2,638,629	189,411	372,988	-	57,262	34,586,652	34,171,499
<b>Accumulated Amortization</b>											
Opening, as previously reported	17,589,571	84,477	2,559,409	130,908	407,467	186,772	-	-	-	20,958,604	20,020,476
Adjustments	-	-	-	-	-	-	-	-	-	-	-
Opening adjusted	17,589,571	84,477	2,559,409	130,908	407,467	186,772	-	-	-	20,958,604	20,020,476
Add:											
Current period Amortization	656,558	6,904	165,250	11,064	194,822	2,638	-	-	-	1,037,236	938,128
Less:											
Accumulated Amortization on Disposals and Writedowns	-	-	-	-	-	-	-	-	-	-	-
Closing Accumulated Amortization	18,246,129	91,381	2,724,659	141,972	602,289	189,410	-	-	-	21,995,840	20,958,604
<b>Net Tangible Capital Asset</b>	9,340,968	81,213	679,140	22,900	2,036,340	1	372,988	-	57,262	12,590,812	13,212,895
<b>Proceeds from Disposal of Capital Assets</b>	-	-	-	-	-	-	-	-	-	-	-

\* Includes network infrastructure.

**SCHEDULE OF CAPITAL RESERVE ACCOUNTS  
For the Year Ended June 30, 2018**

Fund Name >	Buses					Totals
Opening Balance, July 1, 2017	-	-	-	-	-	-
Additions: (Provide a description of each transaction)						
						-
						-
						-
						-
						-
						-
						-
						-
Total Additions	-	-	-	-	-	-
Withdrawals: (Provide a description of each transaction)						
						-
						-
						-
						-
						-
						-
						-
Total Withdrawals	-	-	-	-	-	-
Closing Balance, June 30, 2018	-	-	-	-	-	-

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**SPECIAL PURPOSE FUND  
SCHEDULE OF FINANCIAL POSITION**

as at June 30

	2018	2017
<b>Financial Assets</b>		
Cash and Bank	401,345	372,098
GST Receivable	-	-
Accrued Investment Income	-	-
Portfolio Investments	-	-
	401,345	372,098
<b>Liabilities</b>		
School Generated Funds Liability	-	-
Accounts Payable	-	-
Accrued Liabilities	-	-
Due to Other Funds	-	-
Deferred Revenue	-	-
	0	0
<b>Accumulated Surplus *</b>	401,345	372,098
* Comprised of:		
School Generated Funds Accumulated Surplus	401,345	372,098
Other Funds Accumulated Surplus	-	-
<b>Accumulated Surplus *</b>	401,345	372,098

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

For the Year Ended June 30

	2018	2017
<b>Revenue</b>		
School Generated Funds	952,077	1,026,090
Other Funds	-	-
	-	-
	<u>952,077</u>	<u>1,026,090</u>
<b>Expenses</b>		
School Generated Funds	922,830	971,532
Other Funds	-	-
	-	-
	<u>922,830</u>	<u>971,532</u>
Current Year Surplus (Deficit)	29,247	54,558
Transfers (to) Operating Fund	-	-
Transfers (to) Capital Fund	-	-
Net Current Year Surplus (Deficit)	<u>29,247</u>	<u>54,558</u>
Opening Accumulated Surplus	372,098	317,540
Adjustments: School Generated Funds	-	-
Other Funds	-	-
Opening Accumulated Surplus as adjusted	<u>372,098</u>	<u>317,540</u>
<b>Closing Accumulated Surplus</b>	<u><u>401,345</u></u>	<u><u>372,098</u></u>



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

ENROLMENTS BY PROGRAM	F.T.E. Enrolment September 30, 2017
<b>REGULAR INSTRUCTION</b>	
English Language - Single Track	1,949.5
Francais - Single Track	-
French Immersion - Single Track	-
Dual Track	
- English Language	-
- Francais	-
- French Immersion	-
- Other Bilingual	-
Senior Years Technology Education	0.0
	-
<b>TOTAL NUMBER OF FULL TIME EQUIVALENT K - 12 STUDENTS</b>	<b><u>1,949.5</u></b>

TRANSPORTATION OF PUPILS	
TRANSPORTED STUDENTS (September 30)	799
TOTAL KILOMETERS - LOG BOOK (For the period ended June 30)	1,097,906
TOTAL KILOMETERS - BUS ROUTES (For the period ended June 30)	1,209,000
LOADED KILOMETERS (For the period ended June 30)	759,550

**FULL TIME EQUIVALENT PERSONNEL (UNAUDITED)**

For the 2017/18 Fiscal Year

CODE	OBJECT \ FUNCTION	FUNCTION 100	FUNCTION 200	FUNCTION 300	FUNCTION 400	FUNCTION 500	FUNCTION 600	FUNCTION 700	FUNCTION 800	TOTALS
320	Executive, Managerial, & Supervisory	10.65	1.00			3.20	0.80	0.50	0.50	16.65
330	Instructional - Teaching	145.27	14.95	1.00	1.00		2.00			164.22
350	Instructional - Other	16.47	56.97				9.08			82.52
360	Technical, Specialized And Service					4.50		30.50	22.78	57.78
370	Secretarial, Clerical And Other	14.69	0.33			1.50		0.33	0.33	17.18
380	Clinician		4.20							4.20
390	Information Technology	4.00								4.00
<b>TOTALS (excluding Trustees)</b>		191.07	77.45	1.00	1.00	9.20	11.88	31.33	23.61	346.53

510 Contracted Clinicians (include private clinicians where possible)		
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310 TRUSTEES		10.00
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**CALCULATION OF ADMINISTRATION COSTS  
AS A PERCENTAGE OF TOTAL EXPENSES**

**Administration Costs**

Divisional Administration, Function 500	1,129,172
Less: Liability Insurance	30,307
Administration portion of self-funded expenses (see below)	0 *
Trustee election costs	-
Incremental administration costs related to Waywayseecappo	198,824
	<u>900,041 (A)</u>

**Expense Base**

Total Operating Expenses	29,028,277
Plus: Transfers to Capital	336,471
Less: Adult Learning Centres, Function 300	127,816
	<u>29,236,932 (B)</u>

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

3.08%

**Maximum Allowable Percentage**

4.07%

Calculation of **Maximum Allowable Percentage**:  
 If F.T.E. Enrolment is 5,000 or over = 3.50%  
 If F.T.E. Enrolment is 1,000 or less = 4.25%  
 If F.T.E. Enrolment is between 1,000 and 5,000, calculated as:  
 3.5% + (5,000 – division enrolment X 0.0001875%) to a maximum of 4.25%  
 5.0% limit for Northern divisions

**Self-Funded Expenses (fully offset by incremental revenues):**

**International Student Programs**

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

**Self-Administered Pension Plans**

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

(1) Incremental costs of the program.

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

**CALCULATION OF ALLOWABLE AND UNSUPPORTED EXPENSES**

CALCULATION OF ALLOWABLE EXPENSES		REDUCTIONS TO EXPENSES						ALLOWABLE EXPENSES
FUNCTION / PROGRAM	TOTAL EXPENSES	ADJUSTMENTS TO EXPENSES	CATEGORICAL SUPPORT	OTHER PROGRAM SUPPORT	OTHER PROVINCIAL GOVERNMENT REVENUE	NON-PROVINCIAL SOURCES		
						TUITION, TRANSFER AND RESIDUAL FEES	OTHER	
<<<< (from Appendix A) >>>>			<<<< (from Appendix B) >>>>					
210 - 260 Student Support Services	2,941,802	0	591,166	0	0	735,451	0	1,615,186
270 Counselling and Guidance	541,599	0	0	0	0	135,400	0	406,199
300 Adult Learning Centres	127,816				0	127,816	0	
400 Community Education and Services	104,914		18,778	0	0	94,577	0	
620 Library / Media Centre	293,596	0	0	0	0	73,399	0	220,197
630 Professional and Staff Development	393,632	0	119,240	0	0	98,408	0	175,984
800 Operations and Maintenance	3,232,927	0	0	104,160	0	808,232	150	2,320,385
ALLOCATED ADJUSTMENTS/REDUCTIONS		0	729,184	104,160	0	2,073,282	150	
UNALLOCATED ADJUSTMENTS/REDUCTIONS		198,804	1,672,139	33,400	704,242	5,345,643	88,515	(1)
<b>TOTALS</b>	<b>7,636,286</b>	<b>198,804</b>	<b>2,401,323</b>	<b>137,560</b>	<b>704,242</b>	<b>7,418,925</b>	<b>88,665</b>	<b>4,737,951</b>

OTHER FUNCTION/PROGRAMS EXPENSES	21,391,991	<input type="checkbox"/> OPEN OR CLOSE DETAIL
<b>TOTAL EXPENSES</b>	<b>29,028,277</b>	

CALCULATION OF UNSUPPORTED EXPENSES		
OTHER FUNCTION/PROGRAMS EXPENSES	21,391,991	
TOTAL ALLOWABLE EXPENSES	4,737,951	
TOTAL UNALLOCATED ADJUSTMENTS/REDUCTIONS (1)	(7,645,135)	<input type="checkbox"/> OPEN OR CLOSE DETAIL
Base Support (from page 8)	(5,724,500)	
Formula Guarantee (from page 8)	(1,376,797)	
SCHOOL BUS AMORTIZATION (from TCA Sched page 23)	165,250	
<b>TOTAL UNSUPPORTED EXPENSES</b>	<b>11,548,760</b>	

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**CALCULATION OF ALLOWABLE EXPENSES**

OTHER PROVINCIAL GOVERNMENT REVENUE:	Allocated	Unallocated	Total
Other Dept. of Education			
General Support Grant		422,160	422,160
Education Property Tax Credit		1,710,530	1,710,530
Tax Incentive Grant		782,845	782,845
All other	282,082		282,082
Other Provincial Government Departments	0		0
<b>Total Revenue</b>	<b>282,082</b>	<b>2,915,535</b>	<b>3,197,617</b>

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

NON-PROVINCIAL SOURCES:	Allocated	Unallocated	Total
Federal Government			
Tuition Fees	0		0
All other	0		0
Municipal Government			
Net Special Requirement		7,795,984	7,795,984
Other	32,119		32,119
Other School Divisions			
Tuition Fees	0		0
Transfer Fees	15,975		15,975
Residual Fees	0		0
All other	0		0
First Nations			
Tuition Fees	7,386,325		7,386,325
All other	0		0
Private Organizations and Individuals			
Tuition Fees	16,625		16,625
Ancillary Services	51,221		51,221
Other Sources			
Interest		656	656
Donations	0		0
Other	5,325		5,325
<b>Total Revenue</b>	<b>7,507,590</b>	<b>7,796,640</b>	<b>15,304,230</b>

OTHER PROVINCIAL GOVERNMENT REVENUE:	
Total Revenue	3,197,617
Education Property Tax Credit	(1,710,530)
Tax Incentive Grant	(782,845)
PROVINCIAL REVENUE FOR EQUALIZATION	<b>704,242</b>
(to agree with Other Provincial Gov't Revenue on page 30)	

NON-PROVINCIAL SOURCES:	
TOTAL ALLOCABLE FEES	<b>7,418,925</b>
(Tuition, Transfer and Residual Fees)	

TOTAL ALLOCABLE OTHER REVENUE	<b>88,665</b>
(to agree with total other revenue on page 30)	

<b>TOTAL ALLOCABLE NON-PROV. SOURCES</b>	<b>7,507,590</b>
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**PARK WEST SCHOOL DIVISION  
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS  
JUNE 30, 2018**

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

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

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

**2. Significant Accounting Policies**

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

**a) Reporting Entity and Consolidation**

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the operating fund, capital fund, and special purpose fund of the Division. The Division reporting entity includes school generated funds controlled by the Division, as well as the Division's interest in a government partnership.

All inter-fund and inter-entity accounts and transactions are eliminated upon consolidation.

**b) Trust funds**

The Division administers various trust funds. Trust funds and their related operations are not included in the consolidated financial statements as they are not owned or controlled by the Division. A schedule of trust funds is attached as part of the notes to the consolidated financial statements.

Trust funds, under PSAB are properties assigned to a trustee (school division) under a trust agreement or statute; the trustee merely administers the terms and conditions embodied in the agreement, and it has no unilateral authority to change the conditions set out in the trust indenture.

### **c) Basis of Accounting**

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

### **d) Fund Accounting**

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

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

### **e) School Generated Funds**

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

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

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

### **f) Tangible Capital Assets**

Tangible capital assets are non-financial assets that are used by the Division to provide services to the public and have an economic life beyond one fiscal year.



Tangible capital assets include land, buildings, buses, other vehicles, furniture and equipment, computers, capital leases, leasehold improvements, and assets under construction.

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

Asset Description	Capitalization Threshold (\$)	Estimated Useful Life (Years)
Land Improvements	50,000	10
Buildings- bricks, mortar and steel	50,000	40
Buildings – wood frame	50,000	25
School Buses	50,000	10
Vehicles	10,000	5
Equipment	10,000	5
Network Infrastructure	25,000	10
Computer Hardware, Servers & Peripherals	10,000	4
Computer Software	10,000	4
Furniture & Fixtures	10,000	10
Leasehold Improvements	25,000	Over term of lease

Grouping of assets is not permitted except for computer work stations. With the exception of land, donated capital assets and capital leases, all tangible capital assets, are recorded at historical cost, which includes purchase price, installation costs and other costs incurred to put the asset into service.

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

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

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

All tangible capital assets, except for land, capital leases, and assets under construction, are amortized on a straight-line basis over their estimated useful lives as prescribed by FRAME. Land is not amortized. Capital leases with lease terms that have a bargain purchase option or allow ownership to pass to the Division are amortized over the useful life of the asset class. All other capital leases are amortized over the lesser of the lease term and the useful life of the asset class.

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal if not fully amortized.

Assets under construction are not amortized until the date of substantial completion. Interest on funds used to finance school buildings under construction is capitalized for the periods preceding the date of substantial completion.

**g) Capital Reserve**

Certain amounts, as approved by the Board of Trustees and the Public Schools Finance Board (PSFB), have been set aside in reserve accounts for future capital purposes. These Capital Reserve accounts are internally restricted funds that form part of the Accumulated Surplus presented in the Consolidated Statement of Financial Position.

**h) Use of Estimates**

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

**i) Financial Instruments**

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

### 3. Conversion to PSAB

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

The following changes were implemented to comply with the PSAB standard:

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

### 4. Overdraft

The Division has an authorized line of credit with Vanguard Credit Union of \$8,000,000 by way of overdrafts and is repayable on demand at prime less .5% paid monthly. Included in the overdraft are capital projects totaling \$57,262 which will be submitted to PSFB for promissory note funding. Overdrafts are secured by borrowing by-law.

### 5. Deferred Revenue

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

	Balance at June 30, 2017	Additions in the period	Revenue recognized in the period	Balance at June 30, 2018
Education Property Tax Credit	143,836	45,469	143,836	45,469
2018-19 Career Fair donation	-	50	-	50
	<b>\$143,836</b>	<b>45,519</b>	<b>\$143,836</b>	<b>\$45,519</b>

## 6. Borrowings from the Provincial Government

The long-term debt of the Division is in the form of twenty-year debentures/promissory notes payable, principal and interest, in twenty equal yearly installments and maturing at various dates from 2019 to 2038. Payment of principal and interest is funded entirely by grants from the Province of Manitoba. The borrowings carry interest rates that range from 3.00% to 7.00%. Debentures/promissory notes interest expense payable as at June 30, 2018, is accrued and recorded in Accrued Interest Payable, and a grant in an amount equal to the interest accrued on provincially funded debentures/promissory notes is recorded in Due from the Provincial Government. The long-term principal and interest repayments in the next five years are:

	Principal	Interest	Total
2019	736,970	411,525	1,148,495
2020	710,000	372,947	1,082,947
2021	714,983	336,152	1,051,135
2022	710,306	299,522	1,009,828
2023	715,419	263,655	979,074
	<u>3,587,678</u>	<u>1,683,801</u>	<u>5,271,479</u>

## 7. Net Tangible Capital Assets

The Schedule of Tangible Capital Assets (TCA), page 23 of the audited financial statements, provides a breakdown of cost, accumulated amortization and net book value by class.

	Gross Amount	Accumulated Amortization	2018 Net Book Value
Owned-tangible capital assets	\$34,586,652	\$21,995,840	\$12,590,812
Capital lease	-	-	-
	<u>\$34,586,652</u>	<u>\$21,995,840</u>	<u>\$12,590,812</u>

## 8. Accumulated Surplus

The consolidated accumulated surplus is comprised of the following:

	<u>2018</u>
Operating Fund	
Designated Surplus	66,711
Undesignated Surplus	<u>227,043</u>
	<u>293,754</u>
Capital Fund	
Reserve Accounts	-
Equity in Tangible Capital Assets	<u>1,580,692</u>
	<u>1,580,692</u>
Special Purpose Fund	
School Generated Funds	401,345
Other Special Purpose Funds	<u>-</u>
	<u>401,345</u>
	<u><u>\$2,275,791</u></u>

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

	<u>2018</u>
Bus reserves	-
Other reserves	<u>-</u>
Capital Reserve	<u><u>-</u></u>

School Generated Funds are externally restricted moneys for school use.

	<u>2018</u>
Special Purpose Funds	<u>\$401,345</u>

**9. Municipal Government – Property Tax and related Due from Municipal Government**

Education property tax or Special Levy is raised as the Division’s contribution to the cost of providing public education for the students’ resident in the division. The Municipal Government-Property Tax shown on the consolidated revenue and expense statement is raised over the two calendar (tax) years; 44.4% from 2017 tax year and 55.6% from 2018 tax year. Below are the related revenue and receivable amounts:

	<u>2018</u>	<u>2017</u>
Revenue - Municipal Government - Property Tax	<u>\$7,795,984</u>	<u>\$7,373,514</u>
Receivable - Due from Municipal - Property Tax	<u>\$4,347,003</u>	<u>\$4,079,886</u>

**10. Interest Received and Paid**

The Division received interest during the year of \$656 (2017: \$2,486); interest paid during the year was \$497,257 (2017: \$494,181).

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

	<u>2018</u>
Operating Fund	
Fiscal - short term loan, interest and bank charges	61,352
Capital Fund	
Debenture debt/promissory note interest	435,905
Other interest	-
	<u>\$497,257</u>

The accrual portion of debenture debt/promissory note interest expense of \$164,441 (2017: \$177,810) included under the Capital Fund-Interest on Borrowings from the Provincial Government, is offset by an accrual of the debt servicing grant from the Province of Manitoba.

## 11. Expenses by object

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

	Actual <u>2018</u>	Budget <u>2018</u>	Actual <u>2017</u>
Salaries	\$ 21,612,524	\$ 21,382,704	\$ 20,892,204
Employees benefits & allowances	1,465,994	1,524,032	1,483,122
Services	3,406,973	3,750,372	3,482,118
Supplies, materials & minor equipment	1,927,760	1,796,873	1,897,610
Interest	497,257	42,000	494,181
Bad debts	-	-	-
Payroll tax	422,160	400,000	407,780
Amortization	1,037,236	-	938,128
Other capital items	-	-	-
School generated funds	922,830	-	971,532
Transfers	131,514	150,000	150,133
	<hr/>	<hr/>	<hr/>
	\$ 31,424,248	\$ 29,045,981	\$ 30,716,808

## 12. Special Levy Raised for la Division scolaire franco-manitobaine

In accordance with Section 190.1 of The Public Schools Act the Division is required to collect a special levy on behalf of la Division scolaire franco-manitobaine. As at June 30, 2018, the amount of this special levy was \$234,569 (2017 - \$208,843). These amounts are not included in the Division's consolidated financial statements.

## 13. Additional Information

As of Nov 29, 2010 Park West School Division formed a partnership agreement with Waywayseecappo First Nation so that the education at Waywayseecappo would be a shared responsibility between Waywayseecappo First Nation and Park West School Division.

#### 14. Liability for Contaminated Sites

Effective July 1, 2014, the division has adopted the new Public Sector Accounting Board accounting standard - Liability for Contaminated Sites, Section PS3260. The standard was applied on a prospective basis and did not result in any adjustments to financial liabilities, tangible capital assets or accumulated surplus of the division at June 30, 2014.

(a) The nature and source of the liability;

Two underground furnace oil tanks

(b) The basis for the estimate of the liability;

Average of the province's estimate

(c) The estimated recoveries;

Costs estimated at \$45,000 each for total of \$90,000  
(Included in accounts payable at June 30, 2017)

#### 15. Related party transactions

In April 2016, the Park West Fibre Optics Co-op Inc. ("the Fibre Co-op") was formed, with its mission being: Communities partnering to own and operate a world class, state of the art, affordable and sustainable broadband network. The fibre network was installed in summer 2017 and connects all schools in Park West School Division ("PWSD"). PWSD's 40% interest in the Fibre Co-op is accounted for as a partnership interest.

In June 2016, PWSD guaranteed \$3,290,000 of the Fibre Co-op's twenty year term promissory note. The balance at June 30, 2018 of the guaranteed portion of the promissory note was \$3,154,073. The government partnership's share of principal payments required on the promissory note in each of the next five years are as follows:

	<u>Principal</u>
2019	118,174
2020	122,012
2021	125,974
2022	130,065
2023	134,288
	<u><u>\$630,513</u></u>

In June 2016, PWSD began making levy payments to the Fibre Co-op to support its operations. PWSD funds these levies from its regular operating budget. Levies paid in the year ended June 30, 2018 were \$302,858 (2017: \$10,500). The levies paid by PWSD and received by the Fibre Co-op have been eliminated in the consolidated financial statements.



## **16. Subsequent event**

On July 19, 2018, PWSD received a 25 year loan from the Province of Manitoba for \$3,154,073 at a fixed interest rate of 3.75% for the full term of the loan. These funds were transferred on the same day to Vanguard Credit Union to pay PWSD's guaranteed share of the Fibre Co-op's outstanding loan. This transaction was completed in order to limit PWSD's exposure to rising interest rates.