



Memorandum

Date: November 15, 2024
To: Finance and Planning Committee
From: Delta Carmichael, Secretary-Treasurer/CFO
Information Item: **Statement of Financial Information for June 30, 2024**

1.0 RELEVANT BOARD MOTION/DIRECTION

None.

2.0 BACKGROUND

Per the Financial Information Act, the District must prepare, on an annual basis, a Statement of Financial Information (SOFI). This statement must be filed with the Ministry of Education and Child Care by December 31st of each year and must include a schedule showing:

- a) in respect of each employee earning more than a prescribed amount, the total remuneration paid to the employee and total amount paid for the employee's expenses, and
- b) a consolidated total of all remuneration paid to all other employees.

3.0 INFORMATION STATEMENT

Once the audited financial statements have been finalized, the District prepares the SOFI report (*Appendix A*) and has several processes in place to capture the appropriate information to support this report.

The finalized SOFI report will be available on the District's website (District Info – Financial Reports – Statement of Financial Information).

4.0 SECRETARY-TREASURER/CFO'S COMMENTS

None.

5.0 NEXT STEPS

The Statement of Financial Information for June 30, 2024 will be brought forward to the next Board of Education meeting as an information item. The report will then be signed and forwarded to the Ministry of Education and Child Care before the December 31, 2024 deadline.

6.0 APPENDIX

- A. Statement of Financial Information for the Year Ended June 30, 2024.