

**NANAIMO LADYSMITH PUBLIC SCHOOLS
BUSINESS COMMITTEE
PUBLIC MEETING
INFORMATION SHEET**

DATE: November 9, 2022
TO: Business Committee
FROM: Mark Walsh, Secretary-Treasurer
SUBJECT: Budget Calendar

Background

Each year staff present the Board with a budget calendar. The purpose of the calendar is to inform the Board and our community of the important dates associated with the budget to ensure transparency and provide the ability to understand and provide feedback on the priorities of the District.

Discussion

The budget calendar is similar to previous years. The steps currently being taken are associated with providing opportunities to understand the budget and how it is created and structured. It is important to note that local capital and Ministry funded capital do not align with the Board's general budget process.

It is also important to be transparent in that unless the District is facing a decline in enrollment or alternatively a significant increase in enrollment that creates an anticipated surplus, the District typically focuses the budget on the status quo. However, as previously discussed changes often occur within the discretionary funds of various departments. For instance, if the Board has a focus on reconciliation or environmental education, Department of Learning Services funds for professional learning typically will be reallocated without a requirement to increase or a decrease an overall budget.

Further, very little of the Board's budget is discretionary. For instance, staffing ratios and class size limits account for a large percentage of the District budget. The District has typically not reviewed certain other "discretionary" areas on a yearly basis. For instance, principal and vice-principal formulas (with the exception of NDSS), CYFSW hours (previously increased), school supplies allocations (which likely need to be reviewed), caretaker hours etc. Where the District has identified cost savings (bus routes, Community School Coordinators) the Board has been focused on system stability rather than reallocation.

The District also automatically adjusts costs in areas directly impacted by FTE increases. For instance, if International Student Education has additional students they will have further expenses and supports required. Similarly, school allocations are directly tied to their enrollment.

With respect to capital funding, it should be noted that many positions within the facilities area are directly funded from capital projects and are not represented in the operating fund. This applies to both trades positions and exempt and is subject to the availability of projects and not the operating budget of the District.

Appendix A: Budget Calendar