

# NLPS 2021/22 Budget Calendar

## October 2020

---

- |            |  |
|------------|--|
| October 14 | <b>Business Committee Meeting</b> <ul style="list-style-type: none"><li>• 2020-21 1st Quarter Financial Report</li></ul>               |
| October 20 | Stakeholder Budget Literacy Session  |
| October 28 | <b>Regular Board Meeting</b> <ul style="list-style-type: none"><li>• 2021-22 Proposed Budget timeline presented to the Board</li></ul> |

## November 2020

---

- |              |  |
|--------------|--|
| November 16  | Budget Review Sessions                           |
| November TBD | Additional Budget Literacy Session (If required) |

## December 2020

---

- |                 |   |
|-----------------|---|
| Nov 30 – Dec 11 | Departments to create preliminary budget plans for 2021-22; due to Finance by Dec 11, 2020 - Internal only.   |
| December 14–18  | 2021-22 Budget meetings to discuss Departmental plans. Significant anticipated changes to staffing, service levels or educational programing must be brought forward at this time – Internal only |
| December 18     | MOE 2020-21 Funding confirmation  |

## January 2021

---

- |            |   |
|------------|---|
| January 11 | Enrolment projection data to schools – schools to review and provide input, due back to finance by Jan 15 – Internal only |
|------------|---|

January 13	<b>Business Committee Meeting</b> <ul style="list-style-type: none"> <li>• Present the proposed 2020/21 Amended Annual Budget</li> <li>• 2<sup>nd</sup> Quarter Financial Report</li> </ul>
January 18–22	Enrolment projection info to Learning Services; Learning Services to review and provide suggested amendments – due back to Finance by Jan 22 <sup>nd</sup> – Internal only
January 25–29	Review preliminary budget plans from Departments – revise if applicable

## February 2021

---

February 1–14	Finance to compile the District Enrolment Projection – Internal only
February 3	<b>Education Committee Meeting</b> <ul style="list-style-type: none"> <li>• Learning Services report out progress and highlight areas of potential need and potential reallocation</li> </ul>
February 10	<b>Business Committee Meeting</b> <ul style="list-style-type: none"> <li>• Enrolment Projection presentation</li> <li>• 2020-21 Amended Annual Budget presentation</li> <li>• IT, Facilities and Finance report out progress and highlight areas of potential need and potential reallocation</li> </ul>
February 15	Enrolment Projection submitted to MOE
February 22-26	Classroom Enhancement Fund audit to determine staffing levels for upcoming budget – Finance, Learning Services and HR (Elementary, Secondary and Special Education) – Internal only
February 22–26	2021-22 Preliminary Budget meetings with CUPE, NDTA, NSAA, DPAC
February 22	ThoughtExchange Survey Opened (Parents/Students/Employees/Partner Groups)
February 24	<b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>• Approval of the 2020-21 Amended Annual Budget</li> </ul>

## March 2021

---

March 3	<b>Education Committee Meeting (4:00 pm)</b> <b>Business Committee Meeting (6:00 pm)</b>
March 5	ThoughtExchange Survey Closes
March 10	<b>Regular Board Meeting</b> <ul style="list-style-type: none"><li>• ThoughtExchange Survey results</li></ul>
March 12	MOE 2021-22 Funding Announcement
March 31	School Calendar due to Ministry of Education

## April 2021

---

April 7	<b>Education Committee Meeting</b> <ul style="list-style-type: none"><li>• 2021-22 Budget Discussion</li></ul>
April 14	<b>Business Committee Meeting</b> <ul style="list-style-type: none"><li>• 2020-21 3<sup>rd</sup> Quarter Financial Report</li><li>• 2021-22 Budget discussion</li></ul>
April 15	2021-22 Budgeted Staffing to Schools
April 28	<b>Regular Board Meeting</b> <ul style="list-style-type: none"><li>• 2021-22 Preliminary Budget Presentation</li></ul>

## May 2021

---

- |        |  |
|--------|--|
| May 5  | <b>Education Committee Meeting</b> <ul style="list-style-type: none"><li>• 2021-22 Budget Discussion</li><li>• Presentations from NTDA and CUPE</li></ul>            |
| May 12 | <b>Business Committee Meeting</b> <ul style="list-style-type: none"><li>• 2021-22 Budget discussion</li></ul>  |
| May 26 | <b>Regular Board Meeting</b> <ul style="list-style-type: none"><li>• Approval of the 2021-22 Preliminary Annual Budget – Bylaw due to MOE by June 30, 2021</li></ul> |

## August 2021

---

- |            |  |
|------------|--|
| August TBD | <b>Special Open Board Meeting</b> <ul style="list-style-type: none"><li>• Presentation of the 2020-21 Annual Surplus</li></ul> |
|------------|--|

## September 2021

---

- |               |  |
|---------------|--|
| September TBD | <b>Regular Board Meeting</b> <ul style="list-style-type: none"><li>• Presentation of the 2020-21 Audited Financial Statements</li></ul>  |
| September TBD | CEF Audit to be done by Finance, HR and Learning Services to confirm staffing requests to the Ministry of Education; due by Mid-October. Consultation with NDTA will be included. Internal only. |