



## Budget Development Timelines, 2019-20

**To:** Finance, Budget and Enrolment Committee

**Date:** 23 January, 2019

**Report No.:** 01-19-3566

### Strategic Directions

- Allocate Human and Financial Resources Strategically to Support Student Needs

### Recommendation

It is recommended that Budget Development Timelines - 2019-2020 Budget be approved.

### Context

Appendix A outlines the proposed timeline to develop the 2019-2020 Operating and Capital budgets for the Toronto District School Board (TDSB). These timelines have been developed to allow for the major milestones identified below to be achieved.

Month	Milestone
January	Information will be provided to Trustees concerning the Board's budget and financial position.
February	The Board will develop and approve a draft of the 2019-2020 budget priorities, in-line with the Board's Multi-year Strategic Plan, which will guide the development of the Board's operating budget.
March	Public consultation on the Board's budget priorities for 2019-2020 will take place.
April	The Board will approve budget priorities based on feedback from public consultations. Ministry of Education announcement of education funding, usually

Month	Milestone
	happens at this time as well.
May	The staff will develop a draft Board budget, aligned with Board direction for the Board's consideration and discussion.
June	The Board will approve the 2019-2020 Operating and Capital Budgets.

When considering the dates for meetings, staff looked to avoid conflicts with other meetings, days of significance and other TDSB events.

Please note that an additional meeting has been scheduled as a Trustee Seminar on School-Based Staffing on 6 March 2019.

### **Action Plan and Associated Timeline**

The meeting schedule in Appendix A will lead to approved of the 2019-2020 TDSB budget in June 2019 as required by Ministry Regulation.

### **Resource Implications**

Not applicable.

### **Communications Considerations**

All portions of Finance, Budget and Enrolment Committee (FBEC) concerning the budget will be videotaped and archived for reference of those trustees who could not attend the meetings. All budget material which is not considered private, under legislation, will be published on the Board's website for public review.

### **Board Policy and Procedure Reference(s)**

- P002 Mission, Values
- P037 Equity Policy
- P005 Arts
- P012 Budget
- P019 Continuing Education
- P022 Early Years
- P029 Employment Equity
- P067 LOI
- P080 French as a Second Language
- P020 Transportation of students

## **Appendices**

- Appendix A: Proposed Finance, Budget and Enrolment Committee Meeting Schedule

## **From**

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# Proposed FBEC Meeting Schedule

(Dates in bold represent original FBEC meeting dates.)

Date	Day	Time	Reports/Discussions
<b>January-23-19</b>	<b>Wednesday</b>	<b>4:30 p.m.</b>	Training Session:
			- Overview of FBEC Roles and Mandate
			- Strategic Plan Linkage
			- Overview of Trustee Role in Budget
			- Timeline for Budget
			- Review of GSN
			- Operating vs Capital Budget
			- Introduction of Financial Facts
			- Operating Budget Overview i.e. 65% School-Based 86% Staffing, Major Components of Budget Breakdown
		<b>6:00 p.m.</b>	FBEC Meeting
			Regular Business (i.e. Contract Awards and Property Matters)
			Reconciliation of 2017-18 Actuals to Budget
			First Quarter Report for 2018-19
			Education Program Other (EPO) Grant Update
			Budget Development Timelines for 2019-20 Budget
			Communications Overview
			Three Year Enrolment Projection
January-30-19 (after CW)	Wednesday	6:00 p.m.	Review of Policies Supporting Budget Development
			Presentation of Flexible vs Non-Flexible Expenditures Using 2018-19 Data
			Categorization of Flexible Expenditures into Strategic Pillars
			Presentation of Draft Budget Priorities
February-05-19	Tuesday	4:30 p.m.	Discussion of Budget Priorities
			Discussion of Flexible Expenditures Classifications
<b>February-12-19</b>	<b>Tuesday</b>	<b>4:30 p.m.</b>	Regular Business (i.e. Contract Awards and Property Matters)
			Financial Facts 2019 Presented
February-20-19 (after PSSC)	Wednesday	6:00 p.m.	Finalization of Budget Priorities for 2019-20
February-25-19	Monday	6:00 p.m.	FBEC - Finalization of Budget Priorities
February-27-19 (after CW)	Wednesday	7:00 p.m.	Special Board to Approve 2019-20 Budget Priorities for Consultation
<b>Public Consultation on Budget Priorities during March</b>			
March-06-19	Wednesday	4:30 p.m.	Trustee Seminar on School-Based Staffing
March-19-19	Tuesday	4:30 p.m.	School Based-Staffing Report for Approval
<b>March-20-19</b>	<b>Wednesday</b>	<b>7:00 p.m.</b>	Board Approval of School-Based Staffing
March-25-19	Monday	4:30PM	Hold
<b>April-03-19</b>	<b>Wednesday</b>	<b>4:30 p.m.</b>	Regular Business (i.e. Contract Awards and Property Matters)
			Second Quarter and Year-End Projection for 2018-19
			Final Approval of Budget Priorities for 2019-20
April-15-19	Monday	4:30 p.m.	Hold

## Proposed FBEC Meeting Schedule

(Dates in bold represent original FBEC meeting dates.)

Date	Day	Time	Reports/Discussions
April-29-19	Monday	4:30 p.m.	Tentative GSN Funding Analysis Presentation on Capital Budget Process
<b>May-08-19</b>	<b>Wednesday</b>	<b>4:30 p.m.</b>	Regular Business (i.e. Contract Awards and Property Matters)
May-13-19	Monday	4:30 p.m.	Presentation of Draft 2019-20 Capital Budget Presentation of Draft 2019-20 Operating Budget
May-27-19	Monday	4:30 p.m.	Hold
<b>June-06-19</b>	<b>Thursday</b>	<b>4:30 p.m.</b>	Regular Business (i.e. Contract Awards and Property Matters) Approval of 2019-2020 Operating Budget Approval of 2019-2020 Capital Budget Summer Approval Process

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