

School District Financial Reporting Timelines

Legend:	Submission deadlines & key dates for School Districts
	Ministry of Education delivery of information dates

	Dates	Category	Explanation
2017	January 1	Financial Statements	2014/15 & 2015/16 Financial Statements must be posted on School District website
	Mid January	First Nation Billing Rates	2016/17 First Nation Billing Rates
	February 28	Budget	2016/17 Amended Annual Budget
	March 6	Budget	Debt Service Data
	March 10	Budget	2017/18 Preliminary Operating Grant Information
	March 13	Budget	2017/18 Annual Budget Request/Instructions
	Mid March	Budget	Amended Budgeted 2016/17 Revenue & Expenditure Tables
	March 31	Budget	Debt Service Estimates (applicable SD's only)
	April 1	Budget	Decision on referendum, to meet legislative requirement of at least 2 weeks prior to referendum
	April 1 - 15	Budget	Referendum particulars must be advertised once each week for 2 weeks
	April 12	GRE	March Quarterly Report
	April 15	Budget	Referendum vote (if applicable)
	April 30	Budget	School Referendum Tax Rate Bylaw passed (if applicable) and submitted to the municipal council and the Surveyor of Taxes
	May 4	Budget	School tax rates set by provincial Order in Council
	Mid May	Financial Statements	2016/17 Financial Statement Instructions
	June 30	Budget	2017/18 Annual Budget and Bylaw
	June 30	Financial Statements	2016/17 Fiscal Year End
	July 12	Actuarial Tool	2016/17 Actuarial Calculation Tool is Due
	July 17	GRE	June Quarterly Report
	July 17	Other	Preliminary Report on 2016/17 Priority Measures Spending
	July 31	Other	Report on Student Learning Grant Spending
	Mid July	Financial Statements	2016/17 Grant Confirmations
	Mid July	Financial Statements	Budgeted 2017/18 Revenue & Expenditure Tables
	September 30	Budget	2017/18 Enrolment Counts
	September 30	Financial Statements	Request to Underspend Aboriginal Education Target
	September 30	Financial Statements	2016/17 Audited Annual Financial Statements
	September 30	Other	Final Report on 2016/17 Priority Measures Spending
	September 30	Other	2016/17 Report on Administrative Savings
	October 11	GRE	September Quarterly Report
	Mid October	Financial Statements	2016/17 Revenue & Expenditure Tables
	Mid October	Budget	2017/18 Enrolment and Other Data
	Mid October	Capital Plan	Capital Plan Submissions
	December	Budget	2017/18 Autumn Recalculated Operating Grant Information
	December	Budget	2017/18 Amended Annual Budget Request/Instructions
	December 13	GRE	December Quarterly Report
	December 31	Statement of Financial Information	2016/17 Annual Report
2018	January 1	Financial Statements	2015/16 & 2016/17 Financial Statements must be posted on School District website
	Mid January	First Nation Billing Rates	2017/18 First Nation Billing Rates
	February 28	Budget	2017/18 Amended Annual Budget
	March 5	Budget	Debt Service Data
	March 10	Budget	2018/19 Preliminary Operating Grant Information
	March 13	Budget	2018/19 Annual Budget Request/Instructions
	Mid March	Budget	Amended Budgeted 2017/18 Revenue & Expenditure Tables
	March 30	Actuarial Study	Confirmation of Vested and Non-Vested benefits plans - Appendix II
	March 31	Budget	Debt Service Estimates (applicable SD's only)
	April 1	Budget	Decision on referendum, to meet legislative requirement of at least 2 weeks prior to referendum
	April 1 - 15	Budget	Referendum particulars must be advertised once each week for 2 weeks
	April 11	GRE	March Quarterly Report
	April 15	Budget	Referendum vote (if applicable)
	April 30	Budget	School Referendum Tax Rate Bylaw passed (if applicable) and submitted to the municipal council and the Surveyor of Taxes
	May 4	Budget	School tax rates set by provincial Order in Council
	Mid May	Financial Statements	2017/18 Financial Statement Instructions
	June 30	Budget	2017/18 Annual Budget and Bylaw
	June 30	Financial Statements	2017/18 Fiscal Year End
	July 13	Actuarial Tool	2017/18 Actuarial Calculation Tool is Due
	July 18	GRE	June Quarterly Report
	Mid July	Financial Statements	2017/18 Grant Confirmations
	Mid July	Financial Statements	Budgeted 2018/19 Revenue & Expenditure Tables