

School District Financial Reporting Timelines

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

	Dates	Category	Explanation
2025	January 1	Financial Statements	2022/23 & 2023/24 Financial Statements must be posted on School District website
	Mid January	First Nation Student Rates	2024/25 First Nation Student Rates
	January 20	Event-Driven Report	2024/25 - Districts are to report costs and savings in the current School Year for the period ended June 30.
	March 15	Budget	2025/26 Preliminary Operating Grant Information
	March 15	Budget	2025/26 Annual Budget Request/Instructions
	Mid March	Revenue & Expenditure Tables	Amended Budgeted 2024/25 Revenue & Expenditure Tables
	March 28	Budget	2024/25 Amended Annual Budget
	April 5	Budget	Decision on referendum, to meet legislative requirement of at least 2 weeks prior to referendum
	April 6 - 19	Budget	Referendum particulars must be advertised once each week for 2 weeks
	April 11	GRE	March Quarterly Report
	April 18	Event-Driven Report	2024/25 - Districts are to report costs and savings in the current School Year for the period ended June 30.
	April 19	Budget	Referendum vote (if applicable)
	April 25	Budget	School Referendum Tax Rate Bylaw passed (if applicable) and submitted to the municipal council and the Surveyor of Taxes
	Late April	Actuarial Tool	2024/25 Actuarial Calculation Tool and Actuarial results
	Late May	Financial Statements	2024/25 Financial Statement Instructions
	Mid June	Nominal Roll - Joint Verification	2024/25 Nominal Roll - Joint Verification Process - Two School District Contacts - Information Request
	June 30	Budget	2025/26 Annual Budget and Bylaw
	June 30	Financial Statements	2024/25 Fiscal Year End
	June 30	Actuarial Study	Collection date for Retiree Experience Data
	July 15	Actuarial Tool	2024/25 Actuarial Calculation Tool is Due
	July 16	GRE	June Quarterly Report
	July 18	CEF	2024/25 Preliminary year-end Classroom Enhancement Fund report
	July 18	Event-Driven Report	2024/25 - Districts are to report costs and savings in the current School Year for the period ended June 30.
	Mid July	Financial Statements	2024/25 Grant Confirmations
	Mid July	Revenue & Expenditure Tables	Budgeted 2025/26 Revenue & Expenditure Tables
	September 29	Budget	2025/26 Enrolment Counts (1701)
	September 29	CEF	2024/25 Final year-end Classroom Enhancement Fund report
	September 30	Financial Statements	2024/25 Audited Annual Financial Statements
	September 30	LEA Account Receivable	2024/25 Local Education Agreement (LEA) Accounts Receivable Form
	September 30	Financial Statements	2024/25 Financial Statement Discussion and Analysis Report
	September 30	Financial Statements	2024/25 School District Business Company Financial Statement (Audited)
	October 1	Financial Statements	Request to Underspend Indigenous Education Target and Targeted Funding Financial Report
	October 8	GRE	September Quarterly Report
October 10	Joint Verification Process (JVP)	2025/26 Joint Verification Process (JVP) between the Nominal Roll and the 1701	
Mid October	Revenue & Expenditure Tables	Actuals 2023/24 Revenue & Expenditure Tables	
Mid October	Budget	2025/26 Enrolment and Other Data	
October 17	CEF	2025/26 Initial Classroom Enhancement Fund report - Staffing and LIF	
October 17	Event-Driven Report	2025/26 - Districts are to report costs and savings in the current School Year for the period ended June 30.	
November 14	CEF	2025/26 Initial Classroom Enhancement Fund report - Remedies	
December	Budget	2025/26 Autumn Recalculated Operating Grant Information	
December	Budget	2025/26 Amended Annual Budget Request/Instructions	
December 10	GRE	December Quarterly Report	
December 31	SOFI	2024/25 Annual Report	
2026	January 1	Financial Statements	2023/24 & 2024/25 Financial Statements must be posted on School District website
	Mid January	First Nation Student Rates	2025/26 First Nation Student Rates
	January 16	Event-Driven Report	2025/26 - Districts are to report costs and savings in the current School Year for the period ended June 30.
	February 28	Budget	2025/26 Amended Annual Budget
	March 15	Budget	2026/27 Preliminary Operating Grant Information
	March 15	Budget	2026/27 Annual Budget Request/Instructions
	Mid March	Revenue & Expenditure Tables	Amended Budgeted 2025/26 Revenue & Expenditure Tables
	April 4	Budget	Decision on referendum, to meet legislative requirement of at least 2 weeks prior to referendum
	April 5 - 18	Budget	Referendum particulars must be advertised once each week for 2 weeks
	April 10	GRE	March Quarterly Report
	April 17	Event-Driven Report	2025/26 - Districts are to report costs and savings in the current School Year for the period ended June 30.
	April 18	Budget	Referendum vote (if applicable)
	April 27	Budget	School Referendum Tax Rate Bylaw passed (if applicable) and submitted to the municipal council and the Surveyor of Taxes
	Late April	Actuarial Tool	2025/26 Actuarial Calculation Tool and Actuarial results
	Late May	Financial Statements	2025/26 Financial Statement Instructions
	Mid June	Nominal Roll - Joint Verification	2025/26 Nominal Roll - Joint Verification Process - Two School District Contacts - Information Request
	June 30	Budget	2026/27 Annual Budget and Bylaw
	June 30	Financial Statements	2025/26 Fiscal Year End
	June 30	Actuarial Study	Collection date for Retiree Experience Data
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	July 17	CEF	2025/26 Preliminary year-end Classroom Enhancement Fund report
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	Mid July	Financial Statements	2025/26 Grant Confirmations
	Mid July	Revenue & Expenditure Tables	Budgeted 2026/27 Revenue & Expenditure Tables