

Time Lines Associated with the Fiscal Year of Manitoba School Divisions and Districts

- July 1: The beginning of the fiscal year for school divisions and school districts.
(Public Schools Act: Section 1-1)
- September 30: Date for the determination of the eligible enrollment within each public school division and district.
(Public Schools Act: Section 171)
- October 31: The FRAME Audited Financial Statement for the preceding fiscal year is to be submitted by each public school division/district to the Department of Education, Citizenship and Youth for review.
(Public Schools Act: Section 41-14)
- The Audited Financial Statement becomes a public document at this time.
(Public Schools Act: Section 41-1e)
- Oct. to December: Many school divisions begin to build a budget for the next fiscal year. The duration of the fiscal year is from July 1st to June 30th.
- For example, school division level administrators compile information from various sources. At this stage, some divisions seek public opinion on issues, expectations or preferences. Some school divisions hold public meetings during this time span to inform the community about matters relating to education program and service delivery.
- January 15: The Minister of Education, Citizenship and Youth is to notify the Public Schools Finance Board of the total amount of provincial government funding to be provided from the consolidated fund of the Province (the Provincial Treasury) to support public schools during the approaching fiscal year. The balance shall be provided by the provincial education support levy.
(Public Schools Act: Section 181-1)
- End of January: The Government of Manitoba announces the amount of provincial funding it will allocate to each of a series of allocations forming the public school finance model of the province. Each public school board is eligible to obtain operating dollars from these allocations.
- The provincial funding announcement pertains to the yearly value of the provincial public schools finance model not directly to the operating budget of each public school board. A school board determines the amount of operating dollars made available to the school division or district based on

the education program and service expenditures set out in the annual operating budget.

The provincial funding announcement enables each school board to 'fine tune' the preliminary budget under development by inserting the provincial dollar amounts available for the upcoming year.

Feb.-March: At sometime prior to approving its annual budget for the next fiscal year, a school board shall:

- (a) consult each school advisory council, local school committee or school committee in the school division or school district
- (b) present its proposed budget at an open meeting of the board and heard from persons present wishing to make submissions regarding it

(Public Schools Act: Section 178-1)

At least 14 days before the open meeting at which its proposed budget will be presented, a school board must provide public notice of the meeting.
(Public Schools Act: Section 178-1.1)

February 15: After estimating the amount of the operational support that the Minister of Education, Citizenship and Youth will require the Public Schools Finance Board to provide to each school division and district in the next fiscal year, the Minister is to notify each school board of the amount of provincial funding that will be provided in relation to the approaching fiscal year.
(Public Schools Act: Section 186-1)

February 15: The Public Schools Finance Board shall notify each school board of the amount of the total property assessment applicable to the school division or district and to each municipality within the school division or district for that year.
(Public Schools Act: Section 186-1.2)

March 15: Each public school board is to notify each municipality within its jurisdiction of the amount of the special levy to be collected.
(Public Schools Act: Section 187)

March 31: The FRAME Final Budget Report approved by each public school board for the approaching fiscal year is to be submitted to the Minister responsible for education.
(Public Schools Act: Section 178-2)

The Final Budget Report becomes a public document at this time.
(Public Schools Act: Section 41-1e)

June 30: The conclusion of the fiscal year.
(Public Schools Act: Section 1-1)

