



File DCD

DIVISIONAL BUDGET PLANNING PROCESS

The preparation of the annual Divisional Budget is the responsibility of the Secretary-Treasurer's Department. Some of the more important items of the Divisional Budget are:

- staff salaries, which make up a large percentage of expenditures, and which are determined through the negotiation process;
- estimated transportation, plant maintenance, and operating expense requirements recommended by senior administrators;
- individual school budgets which are set by formulas reviewed annually by the Board.

Funding for the Division is determined by the Schools Finance Program established by the provincial government. The program is comprised of Operating and Capital support and is administered by the Schools Finance Branch and the Public Schools Finance Board.

The Schools Finance Program is funded through the Education Support Levy and consolidated revenues of the province. The Education Support Levy mill rates on residential and commercial property are set by the province.

Preliminary funding information provided to school divisions is primarily based on actual previous year enrolments submitted by each school division. These enrolments are updated to actual after final data is collected in the fall. Changes made at that time relate to enrolment, statistical and financial information submitted by the school divisions and verified by the Schools Finance Branch. Provincial grants do not cover the entire Budget. The balance of expenditures less provincial and all other revenues will be funded by the local levy collected by municipalities.

M.R. 371/88, M.R. 259/06