



BUDGET COMMUNICATION PLAN

This Communication Plan is to ensure that parents, students, staff and communities are aware of the School District's budget process and plan.

OBJECTIVES:

1. To increase public awareness and understanding of the District's financial position and the allocation of funds to programs and services.
2. To provide assurances that the District is spending its resources efficiently and effectively.
3. To reflect on past investments that influence spending=today (eg. Fuel saving from energy efficiencies.
4. To promote discussion on how best to allocate resources for the 2019-2020 school year.
5. To regain the trust of partners, staff and community in the financial affairs of the district.

KEY MESSAGES:

1. To increase public awareness and understanding of the District's financial position and the allocation of funds to programs and services:
 - The District continues to prioritize the allocation of funds to educational programs.
 - The District is expanding its budget consultation processes.
 - The District is expanding its information sharing about revenues and expenditures.
 - The District will post a budget backgrounder on the web site.
2. To provide assurances that the District is spending its resources efficiently and effectively:
 - The Board of Education is financially prudent and accountable in the way it manages all funding it receives.
 - The Board of Education is evaluating all expenditures to ensure sustainability, the best use of its funds, and comparisons to like sized districts.
3. To promote discussion on how best to allocate resources for the 2019-2020 school year:
 - The Board of Education is expanding opportunities for the community to participate in the budget discussions.

“Learning, Growing and Belonging Together”



- The Board of Education will share more financial information during the 2019-2020 budget discussions which will take place in public meetings.
4. To regain the trust of partners, staff and community in the financial affairs of the district:
- The Board will discuss budget decisions in public meetings.
 - The Board will share budget information widely and in various forms including e-mail, web site, community papers, school meetings, school newsletters, and social media.
 - The Board will provide a regular update on budget discussions.
 - The Board will use understandable language and visual aids to make the content easier to understand.
5. The Board will share budget information that is pertinent to parents.

STRATEGIES AND ACTIONS:

The following strategies and actions will be implemented to support the above objectives:

- Principals will be given articles for inclusion in school newsletters.
- The Board will invite First Nations Chiefs and Councils, representatives from the Cariboo Regional District, MLA, Mayor, Council, and other partner groups to budget presentations.
- Media advisories will be issued on:
 - The budget plan and public input process
 - The cost pressures and budget challenges
 - The budget options issued for input
 - The final budget
- Copies of the advisories will be sent to all schools and partner organizations
- A budget advisory committee minutes will be circulated and posted on the web site
- A budget backgrounder will be posted on the web site



BUDGET TIMELINE / PROCESS

January	Management develops 2019-2020 Enrolment Projections
January 30	Budget Advisory Committee Meeting to review/determine: <ul style="list-style-type: none">- timeline- guiding principles- Communication Plan- Terms of Reference- Consultation Process
February 19	Provincial Budget Day in B.C.
February 20	Board Budget Information Session with Staff and Public
February 26	Board of Education Meeting
March 14	Board of Education Meeting
Mid-March	District Funding Allocations from Government Senior Staff Discussions
Early April	Budget Advisory Committee Meeting to develop recommendations
April 23	Board of Education Meeting - Budget Overview (possible approval of Staffing FTE)
April-May (TBA)	Budget Advisory Committee Meetings as needed <ul style="list-style-type: none">- Public Consultation- Survey- Principals and Vice-Principals meeting- DPAC Meeting- CCTA Meeting
May 28	Board of Education Meeting – Budget Bylaw 2 Readings
June 25	Board of Education Meeting – Budget Bylaw final reading for submission to Ministry by June 30