

DISTRICT OPERATIONS – BUSINESS SERVICES
Reporting to Public Session, Tuesday, April 28, 2026

1. 2026-2027 Budget Process Calendar Amendment

Annually, school districts are required to submit a balanced budget to the Ministry of Education and Child Care by June 30. For the purposes of building plans to staff schools, the District has traditionally passed a budget before April 30 to provide enough time to enact staffing and other plans approved in the budget. Since the presentation of the original budget process calendar in January 2026, circumstances have changed that affect the timing of the District’s budget deliberations.

Recommendation:

THAT the Board of Education receive and approve the 2026-2027 Budget Process Calendar Amendment.

2. 2026-2027 Capital Plan Bylaw

In order to proceed with the projects listed in the March 27, 2026, Ministry Response to the Annual Five-Year Capital Plan Submission for 2026/27 letter, the Board is required to adopt Capital Bylaw No. 2026/27-CPSD41-01.

It should be noted that no work or expenditures may proceed on these projects without a signed Capital Project Funding Agreement, Annual Programs Funding Agreement, or other formal authorization from the Ministry of Infrastructure.

Recommendation:

It is recommended that School District No. 41 (Burnaby) Capital Bylaw No. 2026/27-CPSD41-01 receive three readings at this Board meeting and final adoption in accordance with the Board’s Procedural Bylaw as follows:

- Motion 1 THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2026/27-CPSD41-01 receive three readings at this Board meeting held April 28, 2026.

- Motion 2 THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2026/27-CPSD41-01 be read a first time.

- Motion 3 THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2026/27-CPSD41-01 be approved a first time and read a second time.

- Motion 4 THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2026/27-CPSD41-01 be approved a second time and read a third time.

Motion 5 THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2026/27-CPSD41-01 be approved a third time.

Motion 6 THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2026/27-CPSD41-01 having been read a first, second, and third time, be finally passed and adopted the 28th day of April 2026, and that the Chair of the Board and the Secretary-Treasurer be authorized to sign the bylaw; and that the bylaw be sealed with the corporate seal of the Board.

Board Report

Date: April 28, 2026
To: Board of Education – Public Meeting
From: Ishver Khunguray, Secretary-Treasurer
Subject: 2026-2027 Budget Process Calendar Amendment

Background:

Annually, school districts are required to submit a balanced budget to the Ministry of Education and Child Care (Ministry) by June 30. For the purposes of building plans to staff schools, the District has traditionally passed a budget before April 30 to provide enough time to implement staffing and other operational plans approved in the budget.

Introduction:

In accordance with Board Policy on Financial Management and the related Administrative Procedure, the budget process includes consultation with the Burnaby Leadership Team, Partner Groups (Burnaby Teachers' Association, CUPE Local 379, District Student Advisory Council, District Parent Advisory Council) and the public.

Since the presentation of the original budget process calendar in January 2026, circumstances have changed that affect the timing of the District's budget deliberations.

Considerations:

At this time, District staff are proposing revisions to the previously presented 2026–2027 Budget Process Calendar. The proposed revisions reflect changes to meeting dates and extend the overall timeline to allow additional time for the Ministry to respond to the District's funding request related to salary arbitration costs.

An updated calendar reflecting the revised meeting dates is attached for the Board's review and consideration.

Recommendation:

THAT the Board of Education receive and approve the 2026-2027 Budget Process Calendar Amendment.

2026-2027 BUDGET PROCESS CALENDAR

DATE	TIME	TOPIC	AUDIENCE
Mon, Jan 19, 2026	5:00 PM	Enterprise Risk Management Review of Risk Register	Audit Sub-Committee
Mon, Feb 2, 2026	5:00 PM	2025-2026 Draft Amended Operating Budget Present 2025-2026 Draft Amended Operating Budget	Finance Committee
Tue, Feb 3, 2026	8:30 AM	2025-2026 Draft Amended Operating Budget High-level presentation of 2025-2026 Draft Amended Operating Budget & consultation	Burnaby Leadership Team
Tue, Feb 17, 2026	Minister of Finance Budget Speech - Public		
Wed, Feb 18, 2026	4:00 PM	2025-2026 Amended Budget and 2026-2027 Status Quo Budget Present Final 2025-2026 Amended Budget and draft 2026-2027 Status Quo Budget	Finance Committee
Wed, Feb 18, 2026	5:30 PM	2025-2026 Amended Budget Present final 2025-2026 Amended Budget & consultation	Partner Groups
Wed, Feb 18, 2026	7:00 PM	2025-2026 Amended Budget Present final 2025-2026 Amended Budget & consultation	DPAC
Tue, Feb 24, 2026	7:00 PM	2025-2026 Amended Budget Present final 2025-2026 Amended Budget & consultation	Board Public
Sat, Feb 28, 2026	Deadline for Submission of 2025-2026 Amended Budget (email Ministry)		
Fri, Mar 13, 2026	Ministry Announcement of 2026-2027 Preliminary Operating Grant		
March 16 - 27, 2026	SPRING BREAK		
Wed, Apr 8, 2026	5:00 PM	2026-2027 Annual Budget Update Present 2026-2027 Status Quo budget with budget balancing proposals for Trustee feedback	Finance Committee
Thu, Apr 9, 2026	9:15 AM (virtual)	2026-2027 Annual Budget Update Present 2026-2027 Status Quo budget with budget balancing proposals	Burnaby Leadership Team
Tue, Apr 14, 2026	4:00 PM	2026-2027 Annual Budget Update 2026-2027 Annual Budget update	Finance Committee
Tue, Apr 14, 2026	5:00 PM	2026-2027 Annual Budget Update Present 2026-2027 Status Quo budget with budget balancing proposals	Partner Groups
Tue, Apr 14, 2026	7:00 PM	2026-2027 Annual Budget Update Present 2026-2027 Status Quo budget with budget balancing proposals	Public Budget Meeting
Wed, Apr 15, 2026	1:00 PM (virtual)	2026-2027 Annual Budget Update Present 2026-2027 Status Quo budget with budget balancing proposals	Indigenous Education Council
Wed, Apr 15, 2026	7:00 PM	2026-2027 Annual Budget Update Present 2026-2027 Status Quo budget with budget balancing proposals	District Parent Advisory Council
Thu, Apr 16, 2026	4:30 PM	2026-2027 Annual Budget Update Present 2026-2027 Status Quo budget with budget balancing proposals	District Student Advisory Council
Wed, May 6, 2026	4:30 PM	2026-2027 Annual Budget Input on Priorities Partner Groups to provide feedback on budget proposals	Partner Groups
Wed, May 6, 2026	5:30 PM	Review Input and Finanlize 2026-2027 Annual Budget Trustees to provide direction on budget proposals based on partner group feedback	Finance Committee
Wed, May 20, 2026	2:00 PM (virtual)	Review Input and Finanlize 2026-2027 Annual Budget Trustees to provide additional direction on budget proposals (if required)	Finance Committee
Tue, May 26, 2026	7:00 PM	2026-2027 Annual Budget Present 2026-2027 Annual Budget for Board approval	Board Public
Mon, Jun 1, 2026	Submission of 2026-2027 Annual Budget (email Ministry)		
Wed, Jun 10, 2026	5:00 PM	Audit Sub-Committee Budget process recap, Auditor questions & audit planning presentation	Audit Sub-Committee