

Budget Reduction Displacement Timeline

Key Dates

- Jan 6** Cabinet - Ensure finalization of budget reduction documents
Plan for communication needs
- Jan 8** Principal +: Share out Timeline
- Jan 9** Assignment and Transfer QLT
- Jan 13** Cabinet
- Jan 15** **Final documents/decisions due** - Elementary, Secondary, HR & Operations,
Bus Services, TLE, etc.
- Jan 21-24** HR determines final “who” is being displaced
- Jan 27** Cabinet Retreat
Principals and supervisors receive notification of who will be displaced
- Jan. 27-30** Principals and supervisors communicate to displaced individuals
- Jan 31** HR displacement letters are sent
- Feb 1** Retirement notification