

# CALENDAR FOR DEVELOPMENT OF 2018-19 BUDGET

Approved: 9/11/17

Board of Education Fall 2017	Administration Fall 2017	Description of Process and/or Meeting
	Oct. 5 (Thurs.)	Administrative Council discusses budget process.
	Oct. 19 (Thurs.)	Principal Groups meet with Cabinet for initial discussion of 2018-19 staffing requests and programmatic budget drivers.
	Nov. 2 (Thurs.)	Administrative Council - 2018-19 staffing requests and programmatic budget drivers update.
November 13		Board Presentation on long term budget trends and community input on 2018-19 budget priorities.
	November 15 9 - 11 a.m.	Community Meeting: Presentation of long term budget trends and community input on 2018-19 Budget Priorities (Room 172, High School).
	Dec. 1 (Fri.)	Principals receive building budget/facility request forms
	Dec. 7 (Thurs.)	Administrative Council - Budget update including budget process, guidelines and staffing requests (Room 170, High School).
December 11		Board Presentation of 2017-18 financial projections and 2018-19 budget assumptions.
	Dec. 14 (Thurs.)	Principal groups meet with Cabinet to finalize 2018-19 staffing requests and programmatic budget drivers.
<b>2018</b>	<b>2018</b>	
	Jan. 4 (Thurs.) 1:30 p.m.	Administrative Council reviews staffing recommendations & other items needing Board affirmation for inclusion in the 2018-19 budget.
Jan. 8 (Mon.)		Board presentation of staffing recommendations or other items needing board affirmation for inclusion in 2018-19 budget.
	Jan. 12 (Fri.)	Principals' building budget requests and facility request forms due in Business Office.
Jan. 22 (Mon.)		Board further discusses staffing recommendations or other items needing affirmation for inclusion in the 2018-19 budget.
Feb. 5 (Mon.) 7:30 p.m.		Board Budget Study Session #1 & #2 (Room 170-172, High School)

Board of Education 2018	Administration 2018	Description of Process and/or Meeting
Feb. 12 (Mon.) 7:30 p.m.		Board Budget Study Session #3 (Room 170-172, High School)
March 5 (Mon.) 7:30 p.m.		Board Budget Study Session #4 (Room 170-172, High School)
March 12 (Mon.)		Budget Book Released
March 19 (Mon.) 7:30 p.m.		Board conducts <i>Budget Forum</i> ; receives written statements from community groups and hears initial community comments or statements (Room 170-172, High School)
Apr. 16 (Mon.) 7:30 p.m.		Board responds to community's written statements on budget; adopts 2018-19 budget and Tax Report Card. (Business Meeting, Room 170-172, High School)
	Apr. 17 (Tues.)	Tax Report Card submitted to S.E.D. and local newspapers (due no later than 24 days before budget vote)
	Apr. 20 (Fri.)	Budget Mailer to printer
	May 1 (Tues.)	Budget Mailer sent to schools, mailed to community
May 7 (Mon.) 7:30 p.m.		Board conducts Statutory Budget Hearing (Room 170-172)
	May 8 (Tues.)	Budget Notice mailed to qualified voters
May 15 (Tues.) 7:00 a.m. to 9:00 p.m.		Budget Vote and Election – Middle School Gyms
May 15 (Tues.) 9:30 p.m.		Special Board Meeting to formalize Vote Middle School Gym
May 21 (Mon.) 7:00 p.m.		Board accepts results of Budget vote (Room 170-172)