

School District Budget Development Timeline FY2020

Draft

Updated as of-->

11/21/2018

Assumes Existing Conditions per ACT46 as of 10/18/18

| Activity | BUHS | BUHStopics | WSESU | WSESUtopics | BTSD | DTSD | GTSD | PTSD | VTSD |
|---|--|---|-------------------------|---|----------------------------|--------------|----------------------------|-----------------------------|----------------------------|
| 1 Finance Com./SU/ Bd. review Budget Planning Timeline | 10/18 | | 10/30 | Budget timeline | 11/7 | 10/23 | 11/5 | 11/8 | 10/22 |
| 2 Budget System Review with Principals/Lead Team | 10/18 | | | Act 46 contingencies | 10/22 | 10/22 | 10/22 | 10/29 | 10/26 |
| 3 Special Ed. Service Plan developed by WSESU for AOE | 10/16 | | | | 10/16 | 10/16 | 10/16 | 10/16 | 10/16 |
| 4 Special Ed Service Plan Prel. Review w Principals | 10/23 | | 10/30 | FinCom Review & | 10/31 | 10/31 | 10/31 | 10/31 | 10/31 |
| 5 Admin/Staff review Strategic & Action Plans | 10/26 | | | Grant Programs | 11/2 | 11/2 | 11/2 | 11/1 | 11/2 |
| 6 Admin. review of enrollment, Census to AOE by Nov 7. | 10/30 | | | | 11/2 | 11/2 | 11/2 | 11/1 | 11/2 |
| 7 Admin. review staffing assignments | 10/30 | | | | 11/2 | 11/2 | 11/2 | 11/1 | 11/2 |
| 8 CO review assumptions with Principals/Leadership team | 11/7 | | | | 11/16 | 11/16 | 11/16 | 11/16 | 11/16 |
| 9 Staff submits budget requests & rationale to admin/input to Budget System | 11/7 | | | | 11/19 | 11/20 | 11/20 | 11/9 | 11/18 |
| 10 CO review draft budget with Principals | 11/13 | | | | 12/10 | 12/4 | 12/12 | 11/28 | 12/8 |
| 11 Draft budget review Finance Com | 11/15 | Capital Plan, 8am | 11/7 | Special Educ. | | | | | |
| 12 Draft budget review Finance Com | 11/15 | BAMS & WRCC | 11/14 | Office/Curric/Services | | | | | |
| 13 Draft budget review Finance Com | 11/21 | Dist.Wide/Cap.SrHi. | 11/29 | FinCom draft Bud. | | | | | |
| 14 Draft budget review Finance Com | 11/29 | Special Ed. / Revenue | | Alloc.Rsv.summary | | | | | |
| 15 1st Draft budget presented to School Board for review | 12/3 | AOE funding, Summary | | | 12/12 | 12/11 | 12/17 | 12/13 | 12/10 |
| 16 AOE Prelim funding law assumptions available | 12/15 | and Tax impact | | | 12/15 | 12/15 | 12/15 | 12/15 | 12/15 |
| 17 Board & Admin. Budget plan analysis and review | 12/17 | | | | 12/20 | 1/8 | 1/7 | 11/10 | 1/7 |
| 18 | | | | | | | | | |
| 19 Budget approved by School Board | 12/17 | | 12/6 | Board Approval | 1/2 | 1/22 | 1/21 | 1/24 | 1/21 |
| 20 | | | | | | | | | |
| 21 Public Information Meeting | 12/17 | | | | 1/2 | 1/22 | 1/21 | 1/24 | 1/21 |
| 22 Prepare Superintendent, Principal and Board Reports | 12/17 | | 12/7 | | 1/2 | 1/22 | 1/21 | 1/24 | 1/21 |
| 23 Forward budget & reports to Town office-Public distribution | 1/9 | | 1/9 | | 1/5 | 1/25 | 1/24 | 1/25 | 1/24 |
| 24 Approve Warning & Post information & annual budget meeting | 1/7 | latest date 1/11 | | | 1/30 | 1/29 | 1/28 | 1/24 | 1/28 |
| 25 Report Board approved budget to AOE | 1/17 | | | | 2/9 | 2/8 | 2/7 | 2/3 | 2/7 |
| 26 Public budget information meeting [official hearing] | 2/4 | | | | 3/20 | 2/26 | 3/4 | 2/28 | 3/4 |
| 27 | | | | | | | | | |
| 28 Public School District Annual/Town meeting - budget vote | 2/12 | | | | 3/23 | 3/5 | 3/5 | 3/5 | 3/5 |
| 29 | | | | | | | | | |
| 30 Issue Teacher Contracts | 3/30 | | | | | | | | |
| 31 Issue Support Staff Contracts | 5/14 | | | | | | | | |
| 32 Revenue budget assump.confirmed [legislative session] | 5/31 | | | | | | | | |
| 33 Voter approved budget reported AOE - to set tax rates | 6/3 | | | | | | | | |
| 34 Implement budget plan | 7/1 | | | | | | | | |
| 35 State Tax dept. notifies select board school tax rates | 7/16 | | | | | | | | |
| 36 AOE distributes "Cash flow" document to Town, | 9/10 | | | | | | | | |
| 37 notification of distribution of tax revenues to school | | | | | | | | | |
| 38 and to/from State Education Fund [Act 68] | | | | | | | | | |
| 39 | | | | | | | | | |
| 40 Standard Board meeting cycles as of 10/18/18: cc: Finance Committee/School Boards | Board meetings 1st & 3rd Monday 10/18/2018 | Finance Committee meetings start 8am | quarterly 11/21/2018 | Finance Committee meetings start 5:15 Oct31-Nov28, 2018 | 1st&3rd Wed. 10/30/2018 | 2nd&4th Tues | 1st&3rd Mon. 10/30/2018 | 2nd&4th Thur. 10/30/2018 | 2nd&4th Mon. 10/30/2018 |