

School District Budget Development Timeline FY2022

Timeline as of --->

11/9/2020

Australian Ballot Format

updated @ 1/12/2021

Activity	WSESD	WSESD Topics	WSESU	WSESUtopics	VTSD
1 Budget Timeline Planning	9/28		9/28		9/28
2 School Board Guidance draft budget assumptions	10/7				
3 Special Ed. Service Plan developed by WSESU for AOE	10/15		10/16		11/18
4 Finance Com. & Board review Budget Planning Timeline	11/4				
5 CO review assumptions with Principals/Leadership team	11/6		11/12		11/6
6 Budget System review with Principals/Lead Team	11/9				
7 Special Ed Service Plan Prel. review with Principals	11/9				11/9
8 Admin/Staff review/update Strategic & Action Plans	11/16				11/16
9 Admin. review of enrollment, Census to AOE by Nov 7.	11/16				11/16
10 Admin. review staffing assignments & ratios, class sizes	11/17				11/17
11 Staff submits budget requests & rationale to admin/input to Budget System	11/20		11/23	Admin/Instruction & Grants	11/20
12 CO review draft budget with Principals <i>AOE Preliminary funding law assumptions available, Tax</i>	11/25		12/3	Special Education & Alloc. Methods	12/9
13 <i>Commissioners Recommendations</i>	12/15		12/10	Food Svs. & Revenue, 6pm	12/15
14 1st Draft budget presented to School Board for review	12/16	Regular Education			1/11
15 2nd Draft budget presented to School Board for review	1/6	Special Education			1/12
16 <i>AOE Updated funding law assumptions if available</i>	1/13				1/22
17 3rd Draft budget presented to School Board for review	1/19	Capital Plans, AOE funding, Summary			1/25
18					
19 Budget approved by School Board	1/19		12/21	Board Approval	1/25
20					
21 Public Information Meeting	1/19				1/25
22 Prepare Superintendent, Principal and Board Reports	1/19		12/22		1/25
23 Approve & Post Warning of Annual District Meeting to be held 3/2/20	1/21	No earlier than 40 no less than 30 days prior meeting			1/25
23.1 Provide Printer with Annual Report data files, CC Town Offices	1/26				review
24 Forward budget & reports to Town office for Public distribution	2/10	no later than 10 days prior meeting	2/10		review
25 Report Board approved budget to AOE	2/1				2/4
26 Public budget information meeting [official hearing]	2/23				3/1
27					
28 Public School District Annual meeting - budget vote	3/2	Australian Ballot Format			3/2
29					
30 Issue Teacher Contracts	3/30				3/30
31 Issue Support Staff Contracts	5/14				5/14
32 Revenue budget assump.confirmed [legislative session]	5/11				5/11
33 Voter approved budget reported AOE - to set tax rates	5/14				5/14
34 Implement budget plan	7/1				7/1
35 State Tax dept. notifies select board school tax rates AOE distributes "Cash flow" document to Towns, notification of Tax revenues to/from; Town municipality, VT Education Fund,	7/16				7/16
36 and Public Schools	9/10				9/10
37	Board meetings				
38 Board meeting cycles as of 7/01/20:	1st & 3rd Wednesday		quarterly		2nd&4th Mon.
39 cc: Finance Committee/School Board:	10/7/2020, 11/18/20		11/23/2020	12/3/2020	11/23/2020, 1/11/21