

School District Budget Development Timeline FY2019

Draft

Updated as of---> 11/7/2017

Activity	BUHS	BUHStopics	WSESU	WSESUtopics	BTSD	DTSD	GTSD	PTSD	VTSD
1 Finance Com./SU Bd. review Budget Planning Timeline	10/4		10/4	Budget timeline	10/4	10/4	10/4	10/4	10/4
2 Budget System Review with Principals/Lead Team	10/6				10/6	10/6	10/6	10/6	10/6
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		10/25	FinCom Review &	10/31	10/31	10/31	10/31	10/31
5 Admin/Staff review Strategic & Action Plans	10/27			Grant Programs	10/31	11/1	11/1	11/1	11/1
6 Admin. review of enrollment	10/30				10/31	11/2	11/2	11/2	11/2
7 Admin. review staffing assignments	10/30				11/1	11/2	11/2	11/2	11/2
8 CO review assumptions with Principals/Leadership team	11/3				11/3	11/3	11/3	11/3	11/3
9 Staff submits budget requests & rationale to admin/input to Budget System	11/3				11/8	11/9	11/9	11/9	11/9
10 CO review draft budget with Principals	11/6				11/15	11/21	11/30	12/1	12/8
11 Draft budget review Finance Com	11/7	Capital Plan, 8am	11/8	Special Educ.					
12 Draft budget review Finance Com	11/14	BAMS & WRCC	11/15	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	12/1	Special Ed. / Revenue		Alloc.Rev.summary					
15 Draft budget presented to school board for review	12/4	AOE funding, Summary			12/6	12/12	12/4	12/14	12/11
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	12/18				12/20	1/9	12/18 & 1/2/18	1/11	1/8
18									
19 Budget approved by School Board	12/18		12/6	Board Approval	1/3	1/23	1/16	1/25	1/22
20									
21 Public Information Meeting	12/18				1/3	1/23	1/16	1/25	1/22
22 Prepare Superintendent, Principal and Board Reports	12/18		12/7		1/3	1/23	1/16	1/25	1/22
23 Forward budget & reports to Town office-Public distribution	1/9		1/9		1/6	1/26	1/19	1/26	1/25
24 Approve Warning & Post information & annual budget meeting	1/8	latest date 1/11			1/31	1/30	1/29	1/25	1/29
25 Report Board approved budget to AOE	1/18				2/10	2/9	2/8	2/4	2/8
26 Public budget information meeting [official hearing]	2/5				3/21	2/27	3/2	3/2	3/5
27									
28 Public School District Annual/Town meeting - budget vote	2/13				3/24	3/6	3/6	3/6	3/6
29									
30 Issue Teacher Contracts	3/30								
31 Issue Support Staff Contracts	5/7								
32 Revenue budget assump.confirmed [legislative session]	5/30								
33 Voter approved budget reported AOE - to set tax rates	6/2								
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 10/03/17: cc: Finance Committee/School Boards	1st & 3rd Monday 10/4/2017	1st&3rd Thurs. 11/7/2017	quarterly 10/4/2017	Finance Committee meetings start 8am Oct4-Nov29, 2017 10/25/2017	Finance Committee meetings start 5:15 1st&3rd Wed. 10/4/2017	2nd&4th Tues 10/4/2017	1st&3rd Mon. 10/4/2017	2nd&4th Thur. 10/4/2017	2nd&4th Mon. 10/4/2017