



2018-2019 PROPOSED BUDGET DEVELOPMENT CALENDAR

DATE	RESPONSIBILITY	BUDGET DEVELOPMENT ACTION
October 16, 2017	Board of Education (Regular Meeting)	<ul style="list-style-type: none"> Present 2018-19 budget calendar and budget development procedures to the <u>Board of Education for Adoption</u>
October 2017	Administration	<ul style="list-style-type: none"> Begin process of updating Long-Range Plans with Administration
October 23, 2017	Community Forum	<ul style="list-style-type: none"> <u>Community Budget Forum #1</u> – 7 pm WPHS Room B1
November – December 2017	Administration	<ul style="list-style-type: none"> Meet with administration and distribute budget guidelines Review Long-Range Plan with Administration Administration completes budget submissions Finalize draft Long-Range Plan including updated five-year plans for instruction, technology, and facilities
December 18, 2017	Finance Committee	<ul style="list-style-type: none"> Presentation of draft Long-Range Plan to <u>Finance Committee</u>
January 2018	Administration	<ul style="list-style-type: none"> Meet with budget builders throughout the month
January 8, 2018	Board of Education (Regular Meeting)	<ul style="list-style-type: none"> Presentation of Long-Range Plan to <u>Board of Education</u>
January 29, 2018	Board of Education (Special Meeting)	<ul style="list-style-type: none"> Long-Range Plan workshop with <u>Board of Education</u>
February 12, 2018	Board of Education (Regular Meeting)	<ul style="list-style-type: none"> Instructional budget presentation to <u>Board of Education</u>
February 26, 2018	Board of Education (Special Meeting)	<ul style="list-style-type: none"> Non-instructional budget presentations to <u>Board of Education</u>: Facilities, Athletics, Technology, and Transportation
February 26, 2018	Finance Committee	<ul style="list-style-type: none"> Presentation of draft <i>Preliminary Superintendent's budget</i> to <u>Finance Committee</u>
March 1, 2018	Administration	<ul style="list-style-type: none"> Submit Tax Levy Limit calculation to Office of the State Comptroller
March 12, 2018	Board of Education (Regular Meeting)	<ul style="list-style-type: none"> Presentation <i>Preliminary Superintendent's Budget</i> to Board of Education, inclusive of Public Hearing/Community Forum #2
March 19, 2018	Board of Education (Special Meeting)	<ul style="list-style-type: none"> Budget workshop with <u>Board of Education and Administration</u>

DATE	RESPONSIBILITY	BUDGET DEVELOPMENT ACTION
April 9, 2018	Board of Education (Regular Meeting)	<ul style="list-style-type: none"> Board of Education Adoption of 2018-19 Budget & Property Tax Report Card
April 23, 2018	Clerk of the Board & Administration	<ul style="list-style-type: none"> Property tax report card is submitted to SED and local newspapers of general circulation
May 1, 2018	Administration	<ul style="list-style-type: none"> Budget Statement and required attachments are available, upon request, at each school building and at the district office, public or free association library and on the district's website.
May 7, 2018	Budget Hearing (Regular Meeting)	<ul style="list-style-type: none"> Budget will be presented in plain language and in 3 components: Administrative, Program & Capital. Budget statements including required attachments will be available
May 8, 2017	Clerk of the Board	<ul style="list-style-type: none"> Mail budget notice and budget newsletter to eligible voters after the Budget Hearing.
May 15, 2017 – Noon to 9 pm	Budget Vote & Election	<ul style="list-style-type: none"> School Budget Vote, Propositions, and Board of Education Election
May 16, 2018 – 5:30 pm	Board of Education (Special Meeting)	<ul style="list-style-type: none"> Acceptance of the results of the School Budget Vote, Propositions, and Board of Education Election