

I. 2019-2020 BUDGET TIMELINE

February 4-7	Present first draft of the budget planning process to the Budget Committee
February 15	All budget requests/reallocations/reductions due to the Business Manager
March 4-5	Present second draft of the budget planning process to the Budget Committee
March 11	Strategic Planning presentation to the School Board
March 11	Present budget planning process to the School Board for approval
March 12	Distribute approved budget planning process to the administrative cabinet
March 12 - Apr. 2	Building/department level budget development
March 25 – Apr. 1	Special School Board/Leadership Team meeting to review 2019-20 budget process
April 2-30	Preparation of the first draft of the budget Budget meetings with administrators as necessary
May 6-9	First draft of the budget to the Budget Committee
May 13	First draft of the budget to the School Board School Board approves 2019-20 student fees School Board approves 2019-20 insurance benefits
May 14-31	Staff presentations on the budget process
June 3-6	Second draft of the budget to the Budget Committee
June 10	Second draft of the budget to the School Board
July 1	State equalization aid estimates released by DPI
July 1-3	Third draft of the budget to the Budget Committee
July 8	Third draft of the budget to the School Board Public hearing on the budget during School Board meeting School Board approves budget to allow for summer activity
September 20	Third Friday in September student count
October 15	State equalization aid certification released by DPI
October 21	Presentation of the approved budget at the annual school district Budget Hearing. Request public approval of the tax levy at the Annual Meeting.
October 22-24	Present budget changes and tax levy changes to the Budget Committee
October 28	School Board makes any changes to the budget and sets the tax levy on or before November 1
Before Nov. 10	Certify tax levy by the School Board Clerk