

I. 2020-2021 BUDGET TIMELINE

January 2	Open budget request/reallocation/reduction process to Administration
January 24	All budget requests/reallocations/reductions due to the Executive Director of Operations
February 3-7	Present first draft of the budget planning process to the Budget Committee
March 2-6	Present second draft of the budget planning process to the Budget Committee
March 9	Strategic Planning presentation to the School Board
March 9	Present budget planning process to the School Board for approval
March 10	Distribute approved budget planning process to the administrative cabinet
March 10 – Apr. 3	Building/department level budget development
Apr. 6 – 10	Special School Board/Leadership Team meeting to review 2020-21 budget process
April 6 – May 1	Preparation of the first draft of the budget Budget meetings with administrators as necessary
May 4 – 9	First draft of the budget to the Budget Committee
May 11	First draft of the budget to the School Board School Board approves 2020-21 student fees School Board approves 2020-21 insurance benefits
May 12-29	Staff presentations on the budget process
June 1 – 5	Second draft of the budget to the Budget Committee
June 8	Second draft of the budget to the School Board
July 1	State equalization aid estimates released by DPI
July 6 – 10	Third draft of the budget to the Budget Committee
July 13	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 18	Third Friday in September student count
October 15	State equalization aid certification released by DPI
October 19	Presentation of the approved budget at the annual school district Budget Hearing. Request public approval of the tax levy at the Annual Meeting.
October 20 – 23	Present budget changes and tax levy changes to the Budget Committee
October 26	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