



*"We inspire students to reach their full individual potential."*

*Board of Education*

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**FY 2023/2024 BUDGET CALENDAR**

**Week of December 5, 2022** – Visit all locations for Capital Outlay Requests.

**January 12, 2023 (Thursday) 10:00 a.m.** – School Staffing presented to Directors.

**January 13, 2023 (Friday) End of Day** – All Needs Assessment Surveys completed by 5:00PM on January 13, 2023

**Week of January 16, 2023 (Week) By Appointment** – School Staffing sheets will be given to each principal.

**January 17, 2023**– Staffing, trainings, and other items (not capital related) Needs Assessment Survey.

**January 26 & 27, 2023 (Thurs. & Fri.)**– Review of survey for trainings, programs and other items (not capital). - By Appointment.

**January 30, 2023 (Monday) 4:00 p.m.** – Capital Outlay Committee Meeting to Develop Recommendation for Directors. (Meeting w/Capital and Facilities Committee)

**February 1, 2023 (Wednesday) 3:30 p.m.** – 1<sup>st</sup> Presentation of Capital Outlay Requests to the Facilities Committee before the February Board Meeting.

**February 2, 2023 (Thursday) 9:00 a.m.** – Capital Outlay Requests made available to Directors.

**February 6, 2023 (Monday) 3:30 p.m.** – 1<sup>st</sup> Presentation of Capital Outlay Requests to the Finance Committee before the February Board Meeting.

**February 6, 2023 (Monday)** After Finance Committee, Review Draft will be made available to all Board Members.

**February 8, 2023 (Wednesday)** – 1<sup>st</sup> Public Presentation of School Fees at February Board Meeting. Student Fee Request changes presented to Board of Education for Approval – *Requestors must be present.*

**February 8, 2023 (Wednesday) (or if School Board Elects a special board meeting on February 22)** – Capital Outlay Forecast presented to the Board of Education at Board Work Session.

**February 8, 2023 (Wednesday) (or if School Board Elects a special board meeting on February 22)** – 1<sup>st</sup> Public Presentation of Capital Outlay Request at February Board Meeting. Capital Outlay Request changes presented to Board of Education for Approval – *Requestors must be present.*

**February 8, 2023 (Wednesday)** – Enrollment Projections presented to Board at February Board Meeting.

**February 9 or 10, 2023 (Thursday @ 1:00 p.m. or Friday @ 11:00 a.m.)**– Budget Meeting for all Budgets and Capital Outlay – *Required to attend one of the meetings.*

**February 17, 2023 (Friday) End of Day** – Budget packages due to Business Office Accountants (Notify the Business Department of any issues by this date)

**February 22, 2023 (Wednesday)** – Capital Outlay Approval Board Meeting.

**March 08, 2023 (Wednesday)** – 2<sup>nd</sup> Public Presentation of School Fees at March Board Meeting. Student Fee Request changes presented to Board of Education for Approval – *Requestors must be present.*

**Dr. Rick Woodford**, Superintendent • **Jason Johnson**, CPA, Business Administrator

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**March 17, 2023 (Friday)** – All programs finalized and ready for first review

**April 4, 2023 (Tuesday)** – Review draft budget with Finance Committee

**March 30, April 6, & 13, 2023 - 4:30-5:30 p.m.** – Negotiation Meetings with both Associations.

**April 21-28, 2023 (Friday)** – All programs finalized after board review.

**April 28, 2023 (Friday)** – Tentative budget will be available for public review at the Business Administrator’s Office.

**May 10, 2023 (Wednesday)** – Adoption of 2023-2024 Tentative Budget and Board Meeting Schedule.

**May 10, 2023 (Wednesday)** – Budget adoption advertised in local paper for May Public Hearing on May 24 and Final Budget Adoption on June 14.

**May 31, 2023 (Wednesday)** – Public Budget Hearing - Notice

**May 31, 2023 (Wednesday)** - The final budget will be available for public review at the Business Administrator’s office.

**June 14, 2023 (Wednesday)** – Final Budget Adoption. If the approved tax rate exceeds the certified tax rate, a truth in taxation hearing would be necessary in August.