

# PROPOSED 2006-2007 BUDGET / STAFFING CALENDAR

## **November 2005:**

Cabinet: 5-Year Projections Re: Election Results	Mon, November 7 <sup>th</sup>
Pupil Count Complete	Thurs, November 10 <sup>th</sup>
BOE – EUR: Legal: 1Q'06 Quarterly Budget Variance Report	Tues, November 15 <sup>th</sup>
DAC Finance/Budget Subcommittee Meeting	Thurs, November 17 <sup>th</sup>
Cabinet: Preliminary FY'06-'07 Budget / 5-Year Forecast	Mon, November 28 <sup>th</sup>

## **December 2005:**

Open Enrollment Commences	Thurs, December 1 <sup>st</sup>
Zero Based Budgeting Trainings for Departments - AM	Tues, December 6 <sup>th</sup>
Zero Based Budgeting Trainings for Departments - AM	Wed, December 7 <sup>th</sup>
BOE – EUR: Legal: Certify Mill Levy for 2005 Property Taxes Due in 2006	Special Meeting 13 <sup>th</sup>
Zero Based Budgeting Trainings for Departments - AM & PM	Thurs, December 15 <sup>th</sup>
Cabinet: Preliminary FY'06-'07 Budget / 5-Year Forecast (half day 9 - 1)	Thurs, December 15 <sup>th</sup>
Official Pupil Count Complete	Thurs, December 29 <sup>th</sup>
Planning Department's Enrollment Projections (by school and by grade level)	Thurs, December 29 <sup>th</sup>

## **January 2006:**

Feeder Meetings: Site Based Budgeting Trainings	Thurs, January 19 <sup>th</sup>
Worksheets for Department Budgets Due Electronically to Budget Office	Fri, January 20 <sup>th</sup>
DAC Finance/Budget Subcommittee Meeting	Thurs, January 26 <sup>th</sup>
PSB Budget Worksheet Extract out of Oracle	Mon, January 30 <sup>th</sup>
Open Enrollment Closes	Tues, January 31 <sup>st</sup>

## **February 2006:**

Cabinet: Preliminary FY'06-'07 Budget / 5-Year Forecast	Mon, February 6 <sup>th</sup>
Administrators' Meeting: Budget Update	Thurs, February 9 <sup>th</sup>
PSB Budget Worksheets Made Available to Departments	Fri, February 10 <sup>th</sup>
Public Sector Budget Detail Training for Departments	Fri, February 10 <sup>th</sup>
Public Sector Budget Detail Training for Departments	Tues, February 14 <sup>th</sup>
HR Staffing Meetings with School Principals	M-F, February 13-17 <sup>th</sup>
Feeder Meetings: Site Based Budgeting Trainings	Thurs, February 16 <sup>th</sup>
Public Sector Budget Detail Training for Departments	Fri, February 17 <sup>th</sup>
BOE – EUR: Legal: 2Q'06 Budget Variance Report	Tues, February 21 <sup>st</sup>
Public Sector Budget Detail Training for Departments	Tues, February 21 <sup>st</sup>
Inflation Rate for School Total Program Funding	Wed, February 22 <sup>nd</sup>
Public Sector Budget Detail Training for Departments	Fri, February 24 <sup>th</sup>
PSB Budget Worksheets Made Available to Schools	Fri, February 24 <sup>th</sup>
Public Sector Budget Detail Training for Elementary & Middle Schools	Tues, February 28 <sup>th</sup>

## **March 2006:**

Public Sector Budget Detail Training for Elementary & High Schools	Wed, March 1 <sup>st</sup>
Public Sector Budget Detail Training for Childcare	Thurs, March 2 <sup>nd</sup>
Cabinet: Review Preliminary FY '06-'07 Budget	Mon, March 6 <sup>th</sup>
Public Sector Budget Detail Training for Elementary Schools	Tues, March 7 <sup>th</sup>
All PSB Budget Worksheets Submitted to Director of Schools	Fri, March 17 <sup>th</sup>

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**March 2006 (cont.):**

Cabinet: Review Preliminary FY '06-'07 Budget	Mon, March 20 <sup>th</sup>
BOE – FY 2006-07 Budget Update	Tues, March 21 <sup>st</sup>
DAC Finance/Budget Subcommittee Meeting	Thurs, March 23 <sup>rd</sup>
All PSB Budget Worksheets Submitted to Cabinet Members	Fri, March 24 <sup>th</sup>
All PSB Budgets Due from Cabinet Members to Budget Office	Fri, March 31 <sup>st</sup>

**April 2006:**

Cabinet: Review Preliminary FY '06-'07 Budget	Mon, April 17 <sup>th</sup>
BOE – Preliminary FY 2006-07 Budget Information – Public Presentation	Tues, April 18 <sup>th</sup>
DAC Finance/Budget Subcommittee Meeting	Thurs, April 27 <sup>th</sup>

**May 2006:**

Cabinet: Review Preliminary FY '06-'07 Budget	Mon, May 8 <sup>th</sup>
Administrators' Meeting: Budget Update	Thurs, May 11 <sup>th</sup>
BOE – EUR: Legal: 3Q'06 Budget Variance Report	Tues, May 16 <sup>th</sup>
BOE – Present Proposed FY'06-'07 Budget	Tues, May 16 <sup>th</sup>
DAC Finance/Budget Subcommittee Meeting	Thurs, May 25 <sup>th</sup>

**June 2006:**

BOE – Final Budget Work Session: DCFT & Cabinet (5:00 – 6:00 p.m.)	Tues, June 6 <sup>th</sup>
BOE – EUR: EL 2.2.2 Budget Monitoring Report ~ Five-Year Plan	Tues, June 20 <sup>th</sup>
BOE – EUR: EL 2.2.3.1 Legal and Fiscal Responsibilities	Tues, June 20 <sup>th</sup>
BOE – EUR: Legal: FY'06-'07 Budget Adoption and Appropriation Resolutions	Tues, June 20 <sup>th</sup>
Business Services: Publish Adopted Budget	Wed, June 21 <sup>st</sup>