

**Fiscal Year 2019 - DRAFT
Budget Calendar**

Date	School Administration	School Committee	Town Council & Town Manager
September 25, 2017		Budget & Finance Reviews Budget Calendar	
October 2, 2017		School Committee Approves Budget Calendar	
October 10, 2017			Preliminary Budget Overview by Manager
Late October 2017	<i>Principals and Central Office Review Capital Needs</i>		
Mid-November, 2017	Budget Managers and Central Office Review Budget Process	Budget & Finance Reviews Proposed Budget Priorities	
November 17, 2017	<i>Capital Budget Requests to Assistant Superintendent</i>		
November 21, 2017			Town Council Adopts Budget Policy Guidelines
December 4, 2017		School Committee Approves Budget Priorities	
Early December, 2017		<i>Five-Year Capital Plan Presented to Buildings and Grounds</i>	
Mid-December, 2017		Roll-Up Budget Presented to Budget & Finance	
December 22, 2017	Budget Submissions Due to Central Office		
January 8, 2018		Roll-Up Budget Presented to School Committee; <i>School Committee Adopts Capital Budget</i>	
January 8-12, 2018	Budget Managers Meet with Central Office on Proposals		
January 23, 2018			<i>Capital Budget Presented to Town Council</i>
Late January, 2018		Preliminary Budget Presentation to Budget & Finance	
February 5, 2018		Preliminary Budget Presentation to School Committee	
February 6-16, 2018	Preliminary Budget Presentation to Staff and Community		
March 5, 2018		Update to School Committee	
Late February – Mid March, 2018		Supt.'s Recommended Budget Presentation to Budget & Finance – Deliberations by Budget & Finance	
March 13, 2018			<i>Town Council Adopts Capital Budget Recommendations</i>
March 19, 2018		Supt. and Subcommittee Recommended Budget Presented to School Committee	
April 2, 2018*		Public Hearing on Budget	
April 9, 2018*		School Committee Vote on Budget	
May, 2018			Presentation of Budget to Town Council
June, 2018			Town Council Votes on Budget

(Italics – Capital Budget Process)

*Date tentative