

FY11 BUDGET CALENDAR

Date	Event
September 22, 2009	Instructions, forms, and supporting documents issued to the Principals and Directors at Administrative Council
TBD	Town Manager updates ten year financial model and meets with department heads to discuss proposed budget guidelines
TBD	Meeting between BOS and SC to discuss budget guidelines
October 28, 2009	Budget requests due back from the Principals and Directors. The Board of Selectmen will issue a policy statement establishing budget guidelines on this date.
November 9 through November 24, 2009	Principal and Director budget presentations to the Superintendent
November 30 through December 4, 2009	Superintendent budget review and revisions. Follow-up meetings with the Principals and Directors, if necessary
Dec. 17, 2009	Presentation of the Superintendent's Preliminary FY 11 Budget to the School Committee
Jan. 7, 2010	School Committee Regular Meeting <ul style="list-style-type: none"> ▪ High School ▪ Middle School ▪ Athletics ▪ Discussion of Town Meeting Articles
January 14, 2010	School Committee Working Session <ul style="list-style-type: none"> ▪ Special Education ▪ Buildings and Grounds ▪ Central Office ▪ Discussion of Town Meeting Articles
January 21, 2010	School Committee Regular Meeting <ul style="list-style-type: none"> ▪ Elementary Principals ▪ Technology ▪ Discussion of Town Meeting Articles
January 28, 2010	School Committee Public Hearing on Preliminary FY 11 Budget and Working Session. Vote to submit Town Meeting Articles
February 1, 2010	Preliminary FY 11 Budget and Articles due to Town Manager
February 9, 2010	Town Manager submits comprehensive draft budget to Selectmen
March 16, 2010	Board of Selectmen adopt Town-wide budget and moneyed articles
March 17 through April 23, 2010	Appropriation Committee conducts public hearings on proposed budget and issues recommendations
April 26, 2010	Budget Booklet e-mailed and put on website
May 3, 2010	Annual Town Meeting