

FY13 PROPOSED SCHOOL BUDGET CALENDAR

Date	Event	
September 27, 2011	Instructions, forms, and supporting documents issued to the Principals and Directors in electronic format.	
October 5, 2011	Town Manager updates ten year financial model and meets with department heads to discuss and propose departmental priorities.	
October 25, 2011	BOS and Town Manager issue a policy statement that establishes guidelines for the FY 2013 budget.	
October 28, 2011	Budget requests due back from the Principals and Directors. BOS issues a policy statement establishing budget guidelines on this date.	
November 9 through November 29, 2011	Principal and Director budget presentations to the Superintendent.	
November 30 through December 5, 2011	Superintendent budget review and revisions. Follow-up meetings with the Principals and Directors, if necessary.	
December 20, 2011	Presentation of the Superintendent's Preliminary FY 13 Budget to the School Committee.	
January 5, 2012 7:00 pm Middle School Library	School Committee Regular Meeting <ul style="list-style-type: none"> ▪ Review of Draft Town Meeting Articles for Submission to Town Counsel School Committee Working Session <ul style="list-style-type: none"> ▪ Center School ▪ Elmwood School ▪ Hopkins School 	<ul style="list-style-type: none"> ▪ Daycare Drop-off Fee ▪ Full-Day K Fee ▪ Bus Fee ▪ Athletic Fees ▪ Parking Fees ▪ F-1 Visa Tuition ▪ Walking Zone Proposal
January 6, 2012	Draft Warrant Articles due for Town Counsel review.	
January 12, 2012 7:00 pm Middle School Library	School Committee Working Session <ul style="list-style-type: none"> ▪ Special Education ▪ Buildings and Grounds ▪ Central Office/Curriculum ▪ Technology 	
January 19, 2012 7:00 pm Middle School Library	School Committee Regular Meeting - Working Session <ul style="list-style-type: none"> ▪ Middle School ▪ High School ▪ Athletics 	<ul style="list-style-type: none"> ▪ 1:1 Initiative Fees ▪ Bus Parking Lot ▪ School Choice
January 23, 2012 7:00 pm	Joint Meeting with Board of Selectmen to Review Habeeb & Bayside Assessments.	
January 26, 2012 7:00 pm Middle School Library	School Committee Public Hearing on Preliminary FY 13 Budget and Working Session. School Committee Public Hearing on School Choice. Potential vote to submit Town Meeting Articles and School Committee Budget.	
January 28, 2012 9:30 am Middle School Library	Additional Budget Working Session – if needed. Potential vote to submit Town Meeting Articles and School Committee Budget.	
February 1, 2012	Preliminary SC FY 13 Budget and Articles submitted to Town Manager.	
February 21, 2012	Town Manager submits comprehensive draft budget to Selectmen.	
February 28, 2012	Board of Selectmen adopt Town-wide budget and moneyed articles.	
March 8, 2012	Finalized ATM Articles due to Town Manager.	
April, 2012	Appropriation Committee conducts public hearings on proposed budget and issues recommendations.	
April 30, 2012	Budget Booklet e-mailed and put on website.	
May 7, 2012	Annual Town Meeting .	