

## **DRAFT: FY 2025-26 Annual Budget Calendar**

### **September**

1<sup>st</sup> – 30<sup>th</sup> Principals and Directors meet with their schools/departments to review budget plans and develop preliminary funding recommendations

### **October**

2<sup>nd</sup> – 9<sup>th</sup> Finance Department meets with Principals and Directors to review budget plans and assist with developing budget documentation

23<sup>rd</sup> Chief Financial Officer provides consolidated and summarized budget requests to Deputy Superintendent to review along with FTE staffing projections by school/department

### **November**

4<sup>th</sup> – 13<sup>th</sup> Administration meets with Principals and Directors to review budget recommendations and documentation

14<sup>th</sup> – 29<sup>th</sup> Chief Financial Officer consolidates, summarizes, prioritizes, aligns budget recommendations, and prepares preliminary budget of operating revenues/expenditures

### **December**

3<sup>rd</sup> School Board holds hearing on the budget for public input

### **January**

7<sup>th</sup> Superintendent presents preliminary estimate of operating revenues and expenditures to the School Board

21<sup>st</sup> School Board holds work session to review preliminary estimate of operating revenues and expenditures

### **February**

4<sup>th</sup> School Board approves funding requests to be presented to City Manager

5<sup>th</sup> Superintendent presents City Manager with funding requests

TBD School board receives Recommended City Manager revenue and expenditure estimates (Dates may be adjusted according to City calendar)

TBD School board holds budget work session to review revenues and expenditure information based on final state and *anticipated* city revenue funding (Dates may be adjusted according to City calendar)

### **March**

4<sup>th</sup> School board holds public hearing on the budget

### **April/May**

TBD Administration presents operating revenues and expenditures to City Council

- TBD Administration responds to questions posed by City Council regarding budget requests
- TBD Administration responds to questions posed by City Council regarding budget requests
- TBD School board awaits notification of City Council's approval of the city budget

**June**

- 3<sup>rd</sup> School board adopts final FY 2025-26 budget

**July**

- 1<sup>st</sup> Adopted school budget is available online and in the School Administration Building

*Reviewed: 8.13.2024*