



(FY24) BUDGET PREPARATION ADOPTION SCHEDULE (9/12/22)

DATE	DESCRIPTION
2022	Administration Review
September 12	School Board to approve the FY23 Budget Adoption Schedule, set priorities, assumptions, and process
September 29	Deadline for administrators to submit proposed budget data in IVEE and New Staff Request forms to the Business Office
October 3-6	Multi-Department Review – SPED, TECH, Curriculum, Facilities, Business Administrator, Superintendent, and Building Admin
October 10-13	Business Administrator formatting final budget docs for department-based tax-cap analysis.
October 18	Cabinet receives program wage & non-wage budget detail with tax cap analysis.
October 25	Leadership Team Review for Board Proposal
November 3	Deadline for all remaining budget revisions
November 14	Superintendent to present Proposed Budget to School Board
2022 – 2023	School Board Review
November 28	School Board Budget Workshop (Department Presentations – Highlight Important Changes)
December 5	Budget Workshop
December 12	School Board Meeting & Budget Workshop
December 19	Budget Workshop
January 9	School Board Meeting to Adopt Budget & Send to City Council
January 16	School Board Meeting to Adopt Budget – Backup Date
January 17	School Budget due to City Manager – Tentative Date
February 15	City Manager Presents Overall Budget to City Council
March 15	School Budget Presentation to City Council
March 29	City Budget Public Hearing – Tentative Date
April 5	School Budget Public Hearing (City Council)– Tentative Date
April 13	City Budget (including School Budget) Adoption