



DOVER

School District: SAU #11
Dover, New Hampshire



(FY17) BUDGET PREPARATION ADOPTION SCHEDULE
(REVISED 9/14/15)

DATE	DESCRIPTION
2015 –	Instructions provided to Administrators
September 10	
September 14	School Board to approve the FY 17 Budget Preparation Adoption Schedule
September 14	School Board Budget Assumptions
October 15	Deadline for administrators to submit proposed budget data in IVEE to Central Office
October 16-21	SAU staff to work on remaining budget documents
October 22	Business Administrator to provide budget to Superintendent
October 23-30	Review budget documents with Business Administrator
November 2-20	Superintendent to review budget(s) with Administration
December 14	Superintendent to present Proposed Budget to School Board
2016 – January 4	School Board Special Session (Organizational Meeting)/ Budget Workshop
<u>January 5 (Tuesday)</u>	<u>Budget Workshop – Tentative date</u>
January 11	School Board Meeting
January – TBD	CPI to be released based upon a 12-month average
January 19 (Tuesday)	Budget Workshop – Tentative date
January 25	Budget Workshop
February 8	School Board Meeting to Adopt Budget (no later than)
February 15	School Budget due to City Manager
April 2 6	Superintendent to present Proposed Budget to City Council
April 20	School Budget Public Hearing
May	City Budget (including School Budget) Adoption

APPROVED: