

Berlin-Boylston Regional School District FY25 Budget Timeline

Timeline	Budget Task
September- November	School Administrators work with faculty and staff to determine budget needs based on district and school improvement goals and state assessment results.
October 16th	Deadline for Principals/Administrators to submit preliminary budget requests, with prioritization and reasoning for any above-level service requests.
October 24th	Meet with both town parties to discuss preliminary budget needs.
Late November/Early December	Principals / Administrators discuss resources needed and budget requests with the Superintendent and Director of Finance and Operations.
December	Preliminary Expenditure Budgets presented to the Finance Sub Committee and School Committee for discussion.
January	Preliminary Expenditure Budgets get presented to their respective Board of Selectmen and Finance Committees.
January – February	The administration continues to develop budgets as new information occurs. Revisions brought to the School Committees for updated review.
Month of January	Upon release of “House 1”, revenue and state aid (Ch. 70, 71) budgets are reviewed again based on the most recently available data.
Late January – Early February	Foundation enrollment and minimum local contribution data is published by DESE, which are key inputs to the apportionment of the Regional budget and calculation of town assessments.
Month of February	Regional School Committee Public Hearing on the FY25 Budget. School Committee vote on the proposed FY25 budget.
Month of May	Town Meetings in Berlin and Boylston