

FY 2022-2023 BUDGET CALENDAR

<u>Activity</u>	<u>Responsibility</u>	<u>Date</u>	<u>Day</u>	<u>Meeting Type</u>
Distribution of Budget Directives, Data & Forms	Business Manager	9/22/2021	Wed.	Email
Submission of Budget Requests & Budget Narratives for Administrative Review	Bus Mgr / Princ / Dir Athletic Dir / CO Admin	10/9/21-10/29/21		Admin. Staff
Superintendent's Preliminary Review	Central Office Admin	11/3/2020	Wed..	Cabinet
Supt. & Admin Team Reviews Budget	Bus Mgr / Princ / Dir Athletic Dir / CO Admin	11/8/21-11/10/21		Admin. Staff
Meeting with BOS and BOF	BoS/BoF/BoE	TBD		
Update of Preliminary Proposal (w/revisions)	Business Manager	11/19/2021	Fri.	CO Review Team
Create Budget Book and BOE Presentation	Superintendent	11/23/2021	Tues.	Admin
Superintendent's Budget Presentation to BOE	Superintendent	12/6/2021	Mon.	Reg Bd Mtg
Capital Budget Discussion	Board of Education	1/3/2022	Mon.	Reg Bd Mtg
Workshop #1 - Tech/Transportation/Facilities	Board of Education	1/3/2022	Mon.	Reg Bd Mtg
Workshop #2 - Curr & Inst/Elementary, MS, HS, Athletics	Board of Education	1/10/2022	Mon.	Spec Bd Mtg
Workshop #3 - SPED/PPS/Gen Serv/Insurance	Board of Education	1/18/2022	Tues.	Reg Bd Mtg
Capital Budget Approval	Board of Education	1/18/2022	Thurs.	Reg Bd Mtg
BOE Capital Budget Delivered to ACCE	Business Manager	1/20/2022	Mon.	Delivery
BOE Capital Budget Presentation to ACCE	Board of Education	TBD (1/27/2022?)	Thurs.	ACCE Meg
BOE Discussion & Possible Action on Proposed Budget	Board of Education	2/7/2022	Mon.	Reg Bd Mtg
BOE Discussion & Possible Action on Proposed Budget (if needed)	Board of Education	2/23/2022	Wed.	Reg Bd Mtg
BOE Discussion & Possible Action on Proposed Budget (if needed)	Board of Education	3/7/2022	Mon.	Reg Bd Mtg
Snow date for BOE Vote on Budget	Board of Education	3/21/2022	Mon.	Reg Bd Mtg
BOE Budget Submitted to Board of Finance (On or before the last Monday in March per Town Charter)	Business Manager	3/28/2022 (at the latest)	Mon.	Delivery
Board of Finance - BOE Budget Presentation	Board of Finance	4/4/2022 (or earlier)	Mon.	Bd of Finance
Board of Finance review of BOE Budget	Board of Finance	4/11/2022	Mon.	Bd of Finance
Board of Finance - Agrees on a Budget	Board of Finance	4/18/2022 (at the latest)	Mon.	Bd of Finance
Town Budget Public Hearing	Board of Selectmen	TBD (4/27/2022)	Wed.	Public Hearing
Annual Town Budget Meeting	Board of Selectmen	TBD (5/11/2022)	Wed.	Town Meeting
A Referendum date is set at the Town Meeting (if a vote is required)		TBD		Referendum Vote