

**CONEWAGO VALLEY SCHOOL DISTRICT  
TENTATIVE BUDGET TIME LINE 2017/2018 SCHOOL YEAR**

September 30, 2016	State informs District of index for 2017/2018 Budget
October 2016	Discuss Budget with R. Greenholt and L. Duncan
November 2016	Discuss Budget with R. Greenholt and L. Duncan
December 1, 2016	Salary Projections completed by A. Ort to be given to L. Duncan
December 1, 2016	Conference and field trip request notification emailed to Administrators
December 1, 2016	Personnel assignment change requests from Staff
December 9, 2016	Health and Athletic Trainer supplies to C. Kindschuh
December 9, 2016	Sports and PE bid to C. Kindschuh
December 19, 2016	Conference and field trip requests due back to Principals
December 19, 2016	Personnel assignment change requests due back to Principals
December 19-22, 2016	Budget meetings scheduled (Administrators, R. Greenholt and L. Duncan) Bring Building/Department budget numbers to present at meeting
December 22, 2016	Conference and field trip requests due back to C. Rudisill
December 22, 2016	Personnel assignment change requests due back to R. Greenholt
December 28, 2016	Meeting to work on budget (9:00am) (L. Duncan, R. Greenholt, C. Rudisill)
December 31, 2016	Notice of Homestead/Farmstead exclusion to be sent to property owners
January 6, 2017	Advertise the intent to adopt the 2017/2018 preliminary Budget (10 days before adoption)
January 7, 2017	Proposed preliminary Budget for 2017/2018 available for public inspection
January 9, 2017	Finance Committee meeting (5:30pm) to review total 2017/2018 proposed Preliminary Budget
January 13, 2017	District general, paper, and art supplies to C. Kindschuh
January 16, 2017	(Public Meeting) Presentation to Board/Public and Adoption of proposed preliminary Budget 2017/2018
January 16, 2017	(Public Meeting) Adoption of resolution to hold any tax increase below state index
January 20, 2017	In-house bids for PE, Sports, Tech. Ed. and Art department due to C. Kindschuh
January 26, 2017	Preliminary Budget for 2017/2018 available for public inspection
February 5, 2017	Deadline to publish notice of intent to adopt 2017/2018 preliminary Budget to PDE
February 13, 2017	(Public Meeting) Adoption of 2017/2018 preliminary Budget
February 19, 2017	Deadline to submit PDE-2028 2017/2018 preliminary Budget to PDE
February 23, 2017	Deadline to publish intent to seek approval from PDE for referendum exceptions
March 2, 2017	Deadline to seek approval from PDE for referendum exceptions
May 1, 2017	Personnel Committee Meeting (5:30pm)
May 8, 2017	(Public Meeting) Public presentation and adopt 2017/2018 proposed final Budget
May 9, 2017	Proposed final Budget available for public inspection for 20 days prior to final adoption
May 25, 2017	Deadline to advertise intent to adopt proposed final Budget
June 12, 2017	(Public Meeting) Final Budget adoption by Board
July 1, 2017	Release of 2017/2018 purchase orders to vendors