

**COHASSET PUBLIC SCHOOLS
BUDGET CALENDAR FOR FY 24**

September	Principals submit building maintenance needs to Director of Finance and Operations.
September 21	Principals and Leadership meets to discuss budget needs. 1 st meeting.
October	Submit Capital requests to Town Manager / Capital Budget Committee.
October	Budget Information sent to Principals and discussed at District Leadership meeting.
October 19	Superintendent and Director of Finance and Operations present the FY 24 Budget Priorities to School Committee for their input at the October 19 School Committee Meeting.
October 26	Principals and Leadership meets to discuss budget needs. 2 nd meeting.
November 2	District leaders submit budget drafts to Director of Finance and Operations
November 15	Capital walk through with town and school leaders
November 16	School Committee finalizes budget priorities and budget calendar at the November 16 School Committee Meeting
November 30	Superintendent and Director of Finance and Operations meet w/Principals and Directors to discuss preliminary FY24 budget
December 7	Budget Workshop with District Leaders and School Committee
December 8	Superintendent and Director of Finance and Operations review preliminary budget
December 21	School Committee receives preliminary FY24 Operating Budget at the December 21 School Committee Meeting
January 4	Superintendent and Director of Finance and Operations present overview of proposed FY24 Operating Budget and Capital Budget to School Committee at the January 4 School Committee Meeting
January 18	FY24 Line-Item Budget Presentation to School Committee at the January 18 School Committee Meeting
February 1	School Committee discussion of the FY24 Budget at the February 1st School Committee Meeting
February 6	District publishes notice of upcoming public hearing in local newspaper
February 15	School committee discusses budget at the February 15 School Committee Meeting
TBD	Joint meeting of School Committee, Selectmen, and Advisory Committee
March 1	School Committee public hearing on budget preceding the March 1st School Committee Meeting
March 15	School Committee votes final adoption of budget and certifies budget figure ◆
May	Town Meeting.
June	<i>Final Account Line budgets sent to Principals and Directors.</i>

◆ - School Committee Votes

