

**COHASSET PUBLIC SCHOOLS  
PROPOSED BUDGET CALENDAR FOR FY 2020**

October	Principals submit special building maintenance requests to Director of Finance and Operations
October	Central office to submit Capital requests to Town Manager / Capital Budget Committee
October	Budget Information sent to Principals
October 24	School Committee discusses FY 2020 Budget priorities
November	Principals, Directors, Assistant Superintendent and CIO submit budgets to Director of Finance and Operations.
November 14	School Committee finalizes Budget Priorities
November	Superintendent and Director of Finance and Operations meet w/Principals and Directors to discuss preliminary FY2020 budget
November 28	School committee to discuss Budget Process Update
December	Superintendent and Director of Finance and Operations reviews preliminary budget
December 19	School Committee reviews ‘first pass’ of budget and school budget FAQ
January	School Committee receives preliminary FY 2020 Operating Budget
January 23	Superintendent and Director of Finance and Operations presents overview of proposed FY 2020 Operating Budget and Capital Budget to School Committee.
February 6	School committee discusses budget and receives presentation of state budget (Representative Meschino and Senator O’Connor)
TBD	School Committee presents budget to joint meeting of Selectmen and/or Advisory Committee.
March	School Committee public hearing on budget
March	School Committee votes final adoption of budget and certifies budget figure
May	Town Meeting
June	Final Account Line budgets sent to Principals and Directors