

Timeline for FY 25-26 Budget Planning change)

Revised 2/5/25 (subject to

Date	Action
July 8, 2024	Board Meeting to approve Long-Term Facilities Maintenance Report
July 31, 2024	Long-Term Facilities Maintenance Report to MDE
August 5 – October 1	Monitor enrollment for possible staff adjustments
August 12	Submit Lease and Debt Service data to MDE
August 13	Finance Advisory Committee Meeting to discuss enrollment
August 19	Update enrollment projections with MDE
August 26	Board Study Session updates for Audit, Levy, Enrollment
September 9 – September 30	Review levy data from MDE
Sept 9	Board Meeting for Levy discussion, Audit & Enrollment updates
September	Prepare analysis of previous year revenue and expenses
September 23	Board Study Session to vote on approval to pre-certify the levy, review preliminary audit and enrollment update

Late September - November	Review Strategic goals and prepare budget process recommendations
October 1	Certify proposed property tax levies to county auditor -
October 7 - 18	Recommend any final staff adjustment changes
October 14	Board Meeting to review audit presentation
October 15	Finance Advisory Committee Meeting
October 28	Board Study Session Enrollment update and effect on final FY23-24 budget
October 28	Present 5 year Forecast memo to Superintendent
October - November	Prepare SY 2025-26 revenue and expense preliminary budget
November 11	Truth in Taxation notices sent to all property owners
November 11	Board meeting approve audit, budget update
November 25	Board Study Session to discuss final 2024-25 budget and review any required budget amendment
November 30	UFARS data deadline for submission to MDE
December	Review final revenue and enrollment projections for any needed adjustments
December 9	Board Meeting for Truth in Taxation
December 9	Board Meeting to Certify final 2025-26 levy
December 9	Board Meeting to approve final 2024-25 budget if needed
December 17	Finance Advisory Committee meeting

December 30	Final Levy submission to MDE and Department of Revenue
January 13, 2025	Board Meeting to discuss budget parameters based on enrollment projections, revenue, expenditure, and staffing assumptions
January 13 – 24	Senior Leader meetings to review budget reductions
January 27	Board Study Session to review budget projections
January 29	Community “Town Hall” meeting for budget presentation
February 1 - 7	Review budget reductions with Senior Leaders
February 10	Board Meeting for enrollment update and kindergarten enrollment numbers
February 24	Board Study Session 2025-26 program and staffing reductions discussion
February 25	Finance Advisory Committee Meeting
March 7	Send allocations to Learning Leaders
March 10	Board Meeting present 2025-26 budget
March 24	Board Study Session 2025-26 any updates on budget
April 14	Board Meeting final 2024-25 final budget amendment approval if needed
April 28	Board Study Session updates
April 29	Finance Advisory Committee meeting

TBD	Community “Town Hall” meeting for budget update presentation
May 5	Board Meeting updates
May 19	Board Study Session Review preliminary final district budget
June 9	Board Meeting final budget 25-26 approval
June 17	Finance Advisory Committee Meeting if needed
July 1	2025-26 School Year begins