

**SELAH SCHOOL DISTRICT**  
**2025-26 Budget Development Process**  
*Timeline*

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| <b>DECEMBER</b> | Draft Preliminary 2025-26 Enrollment and Staffing Projections<br>Review Projections with Superintendent  |
| <b>JANUARY</b>  | 1/10/25 - Preliminary Enrollment and Staffing Projections to Cabinet<br>1/13/25 - Legislative Session Begins (105 day session)<br>1/15/25-1/21/25 - Preliminary Enrollment and Staffing Projections and Budget Timeline to Principals<br>1/23/25 - Budget Timeline to School Board<br>1/27/25 - 1/31/25 - Round #1 Staffing Collaboration with Building Principals and CAB   |
| <b>FEBRUARY</b> | 2/10/25 - Finalize Enrollment and Staffing Projections (with Feb enrollment)<br>2/24/25 - 2/28/25 - Round #2 Staffing Collaboration with Building Principals and CAB<br>2/27/25 - Enrollment and Staffing Projections to School Board<br>2/28/25 - Preliminary State and Federal Grant Allocation Worksheet to Program Directors   |
| <b>MARCH</b>    | Principals present Enrollment and Staffing Projections to Certificated Staff per SEA Contract (1st staff mtg)<br>3/4/25 - MSOC Allocations to Buildings at SDLT; 3/4/25 to admin 2 assistants<br>3/21/25 - Round #3 Staffing Collaboration with Building Principals and CAB, as needed<br>3/27/25 - Annual Reduced Education Program Resolution to School Board<br>Department Staffing Plans - Collaboration Begins    |
| <b>APRIL</b>    | 4/24/25 - Legislative Update to School Board<br>4/27/25 - Legislative Session Scheduled to End   |
| <b>MAY</b>      | Department Staffing Plans - Finalized<br>5/1/25 - Revised Staffing Allocations based on Final Legislative Budget<br>5/15/25 - Certificated Non-Renewal and RIF Deadline<br>5/22/25 - Budget Update (including final legislative budget items) to School Board<br>5/22/25 - Supervisory and Non-Supervisory Personnel Resolutions to School Board<br>5/30/25 - Program, ASB and Building Budgets due to Business Office |
| <b>JUNE</b>     | 6/1/25 - Deadline to notify certificated staff of any assignment changes<br>6/10/25 - Classified RIF Notice Deadline for Classified Staff<br>6/26/25 - Budget Update to School Board   |
| <b>JULY</b>     | 7/3/25 - Preliminary Budget to ESD (Deadline is 7/10/25)<br>7/11/25 - Budget Available to Public<br>7/24/25 - Present 2025-26 SSD Budget to School Board for Adoption  |
| <b>AUGUST</b>   | 8/29/25 - Deadline for Adopted Budget to OSPi  |