

IPSWICH PUBLIC SCHOOLS – OFFICE OF FINANCE & OPERATIONS
FY27 BUDGET TIMELINE – revised 12/05/25

DATE	TASK	RESPONSIBLE
November 2025	Budget Development	
11/18/25	Budget Strategy and Planning Kickoff with building principals and administrators	Superintendent Finance Director
11/19/25	FY27 Guidance Meeting with Town Manager	
December 2025	Budget Development & Review	
12/01/25 12/02/25	Administrators meet with Budget Subcom. Budget Planning Discussions continue with building principals and administrators	Budget Subcommittee Administrators & Principals Finance Director
Week of 12/15/25	Budget guidance/history/spreadsheets sent to building principals, administrators	Facilities Dir, IT Dir, Finance Dir & Supt Prog Mgrs/Principals/Dir. PPS/FD
Week of 12/15/25 Week of 12/15/25 By 1/09/25	Facilities & Operations budget meetings Special Education budget meetings Principals & Directors return completed budget worksheets to the Finance office	Principals and Administrators Superintendent Finance Director
By 1/14/26	Superintendent & Finance Director review all administrator proposals	
January 2026	Ongoing Budget Review, Initial Presentations	
1/14/26 – 1/21/26	Initial budget review with Central office individual mtgs (Administrators, IT Dir, Facilities Dir, SFS Dir, EDP Dir, Athletic Dir)	Principals/Superintendent Director of Finance /Dept. Heads
1/07/26	Tri-Board Meeting, Overview of Town Budget by Town Manager, Superintendent	Select Board, School Committee, Finance Committee
1/21/26	Budget Subcommittee Meeting	Budget Subcommittee
1/23/26	Administrators submit amended budgets to Finance Director	Principals, Directors
1/27/26	WORKING DRAFT budget summaries to Budget Subcommittee & Administrators	Finance Director
1/28/26	Supt & Finance Dir meet with Budget Subcommittee to present budget proposals	Budget Subcommittee
February 2026	School Committee Presentations, Public Input	
2/2/26	Fin Dir to send Administrators & School Committee proposed, revised budget	Finance Director
2/4/26 & 2/5/26 2/3/26	Budget Presentations to School Committee; Budget proposal to be posted to IPS website	Supt/Finance Dir./Principals
2/12/26	School Committee Budget Public Hearing	Superintendent, Finance Dir.
2/26/26	School Committee to Vote on FY27 Budget	School Committee
March 2026	School Committee Presentations, Public Input	
3/10/26 & 3/12/26	Budget Presentation to Finance Committee	Superintendent/Principals/ Finance Dir
3/19/26	Final Revisions, if any, of FY27 Budget, School Committee Vote, if needed	Superintendent, Finance Director, School Committee
?? Week of 3/XX/26 ??	Town Finance Committee Public Hearing (April 2026 meetings, as needed/requested)	Town Finance Committee
May 2026		
5/12/26	Annual Town Meeting	