

# SELAH SCHOOL DISTRICT

## 2026-27 Budget Development Process

### *Timeline*

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| <b>DECEMBER</b> | Draft Preliminary 2026-27 Enrollment and Staffing Projections<br>Review Projections with Superintendent and Cabinet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>JANUARY</b>  | 1/12/26 - Legislative Session Begins (60 day session)<br>1/14/26 - Collaboration with Principals about Financial Status and Budget Process for 2026-27<br>1/20/26-1/21/26 - Preliminary Enrollment and Staffing Projections and Budget Timeline to Principals<br>1/22/26 - Budget Timeline to School Board<br>1/30/26 - Round #1 Staffing Collaboration with Building Principals and CAB                                                                                                                                                                                                                |
| <b>FEBRUARY</b> | 2/13/26 - Finalize Enrollment and Staffing Projections (with Feb enrollment)<br>2/26/26 - Enrollment and Staffing Projections to School Board<br>2/26/26 - Preliminary State and Federal Grant Allocation Worksheet to Program Directors<br>2/27/26 - Round #2 Staffing Collaboration with Building Principals and CAB                                                                                                                                                                                                                                                                                  |
| <b>MARCH</b>    | Principals present Enrollment and Staffing Projections to Certificated Staff per SEA Contract (1st staff mtg)<br>Department Staffing Plans - Collaboration Begins<br>3/3/26 - MSOC Allocations to Buildings at SDLT; 3/3/25 to Head Admin Assistants<br>3/12/26 - Legislative Session Scheduled to End; School Board Update<br>3/12/26 - Budget Study Session with School Board<br>3/26/26 - Annual Reduced Education Program Resolution to School Board<br>3/26/26 - Final Legislative Update to School Board<br>3/27/26 - Round #3 Staffing Collaboration with Building Principals and CAB, as needed |
| <b>APRIL</b>    | 4/1/26 - Revise Staffing Allocations based on Final Legislative Budget<br>4/23/26 - Budget Update and Initial Budget Reduction Plan to School Board<br>4/23/26 - Non-Supervisory Personnel Resolution to School Board<br>4/30/26 - Program, ASB and Building Budgets due to Business Office<br>Staffing Collaboration with Directors, as needed<br>Finalize Building Staffing Plans                                                                                                                                                                                                                     |
| <b>MAY</b>      | Department Staffing Plans - Finalized<br>Finalize Draft Budget Reduction Plan<br>5/15/26 - Certificated Non-Renewal and RIF Deadline<br>5/28/26 - Supervisory Personnel Resolution to School Board<br>5/28/26 - Budget Update to School Board - Including Final Draft Budget Reduction Plan                                                                                                                                                                                                                                                                                                             |
| <b>JUNE</b>     | 6/1/26 - Deadline to notify certificated staff of any assignment changes<br>6/5/26 - Preliminary Budget to ESD (Deadline is 7/10/26)- Earlier Adoption is necessary for Qmaltiv Migration<br>6/7/26 - Advertise Budget Hearing in YHR #1<br>6/10/26 - Classified RIF Notice Deadline for Classified Staff<br>6/11/26 - Budget Study Session with School Board<br>6/14/26 - Advertise Budget Hearing in YHR #2<br>6/15/26 - Budget Available to Public<br>6/25/26 - Annual Employment Contracts to the School Board<br>6/25/26 - Present 2026-27 SSD Budget to School Board for Adoption                 |
| <b>JULY</b>     | 7/6/26-7/10/26 - Migration to Qmaltiv                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>AUGUST</b>   | 8/31/26 - Deadline for Adopted Budget to OSPI                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |