

Pelham School District
2018 – 2019 Budget Development Calendar

SUPERINTENDENT’S REQUESTED BUDGET SCHEDULE

All Level 1 budget reviews will be based on the functional account responsibilities of each Principal/Director.

Budget Segment	Data Input Deadline	Superintendent Review Completion	School Board Presentation
Salary Guidelines			September 6
SAU & School Board ^{1,2}	August 23	August 30	September 6
Curriculum ^{1,2}	August 23	August 30	September 6
Transportation	August 23	August 30	September 6
Food Service ^{1,2}	August 23	August 30	September 6
PES ^{1,2}	August 23	September 6	September 13
PMS ^{1,2}	August 23	September 6	September 13
PHS ^{1,2}	August 23	September 6	September 13
Facilities ^{1,2}	August 30	September 13	September 20
Technology ^{1,2}	August 30	September 13	September 20
Special Services ^{1,2}	September 6	September 13	September 20
Salaries & Benefits	September 20	September 27	October 4

Notes:

1. Segment reviews will include a discussion of salary overtime accounts and all Object accounts from 270 through 890, as well as any new or expanded staffing positions and programs. All salary and benefit costs will be prepared separately by SAU staff.
2. School Principal budget presentations will exclude all budget segments (functions) being presented separately by the responsible Director.
3. All School Board meetings will be held in the evening.

SCHOOL BOARD'S RECOMMENDED BUDGET SCHEDULE

Friday, October 6:

Delivery of the Superintendent's final Requested Budget to the School Board.

Wednesday, October 11:

Presentation of the Superintendent's final Requested Budget to the School Board.

Friday, October 13:

Distribution of draft Default Budget to the School Board.

Wednesday, October 18:

Review and vote of the final School Board Recommended Budget.

School Board review of Default Budget.

School Board has Warrant Article discussion.

Friday, October 20:

Delivery of 2018-2019 Budget Book to the Budget Committee (Summary due 10-23-17)

Wednesday, November 1:

Approval of Default Budget.

Approval of Warrant Articles.

Monday, November 6:

Delivery of approved warrant articles to the Budget Committee.

Delivery of the Approved Default Budget to the Budget Committee.

Friday, December 29:

Delivery of SAU budget reconsideration items to the School Board.

Wednesday, January 3:

Budget reconsideration items review and approval.

BUDGET COMMITTEE BUDGET SCHEDULE

Monday, October 23:

- PES Budget Review
- PMS Budget Review
- PHS Budget Review

Monday, October 30:

- District, SAU, School Board, Budget Review
- Nutrition Services and Grants Fund Budget Review

Monday, November 6:

- Review Operating Budget
- School Warrant Articles Due

Monday, November 13:

- Review Warrant Articles

Monday, November 20:

- Vote School Operating Budget
- Vote School Warrant Articles

Thursday, January 11, 2018:

- Budget Reconsideration Review

Thursday, February 8, 2018 (tentative):

- School Deliberative Session

Tuesday, March 6, 2018 (tentative):

- Town Meeting 2nd Session, Vote