



(FY21) BUDGET PREPARATION ADOPTION SCHEDULE (9/09/19)

DATE	DESCRIPTION
2019 –	Instructions provided to Administrators
September 9	School Board to approve the FY21 Budget Adoption Schedule
October 7	School Board to set priorities, assumptions and process
October 18	Deadline for administrators to submit proposed budget data in IVEe to Business Office
October 21-25	SAU staff to work on remaining budget documents
November 8	Business Administrator to provide budget to Superintendent
November 12-15	Review budget documents with Business Administrator
November 18-29	Superintendent to review budget(s) with Administration
December 9	Superintendent to present Proposed Budget to School Board
2020 –	
January 6	School Board Budget Workshop (1/2 of presentations)
January 13	School Board Meeting-remaining presentations
January 21 (Tuesday)	Budget Workshop
January 27	Budget Workshop
February 3	School Board Meeting to Adopt Budget
February 10	School Board Meeting to Adopt Budget – Backup Date
February 14	School Budget due to City Manager – Tentative Date
April 1	Supt to present Proposed Budget to City Council – Tentative Date
April 15	School Budget Public Hearing – Tentative Date
May - TBD	City Budget (including School Budget) Adoption