

Budget Calendar – FY 2022-2023

10/18/21	Director of Finance and Operations electronically distributes the budget guidelines to the Cost Center Administrators
10/18/21	Director of Human Resources disseminates Enrollment Projections to Schools and Departments
10/25/21 (week of)	Schools and Departments to meet with district administrators to discuss Technology and Facilities needs
10/29/21	Board of Education Ed Resources reviews Budget Assumptions and Budget Calendar
11/16/21	Board of Education receives and revises a DRAFT copy of Budget Assumptions and Budget Calendar (1st read)
11/18/21	Due date for budget non-salary accounts, staff requests and photos. Administrators and managers to submit requests to the Director of Human Resources and Finance and Operations via email
11/22/21	Director of Finance and Operations disseminates a “Working Copy” for the district’s budget request by “responsibility” to Cabinet
11/23/21-12/7/21	Cabinet meets with School/Department administrators and managers. Cabinet develops budget priorities.
12/6/21	Board of Education takes action on DRAFT copy of Budget Assumptions and Budget Calendar (2nd read)
12/07/21	Administrative team shares Budget Request 4:00pm-8:00pm Wagner Room
12/13/21	Board of Education Budget Workshop 6:00 P.M.
12/16/21	Schools and Departments submit Budget Narratives
12/17/21	Director of Finance and Operations reviews DRAFT of Budget Request with Superintendent of Schools
12/23/21	Superintendent finalizes Executive Summary of Budget Request
12/23/21	Superintendent shares Completed Budget Draft with Cabinet
01/10/22	Superintendent’s Budget Presentation to the Board of Education 7:00 P.M. – Wagner Room
01/11/22	Combined Elementary PTC Budget Presentation/Forum
01/12/22	Saxe PTC and NCHS PFA Budget Presentation/Forum

01/17/22 (week of)	Resources Committee/Budget Workshop
1/18/22	Board of Selectman Budget Overview 8:30 A.M.
01/24/22	Board of Education Review and Recommendation/Vote of Budget 7:00 P.M. Wagner Room
1/25/22	Board of Selectman Budget Presentation with a focus on Capital 8:30 A.M.
1/27/22	Board of Selectman Budget Vote 8:30 A.M.
2/8/22	Board of Finance BOE Budget Presentation and Capital 7:00 P.M.
3/1/22	Board of Finance Budget Public Hearing 7:00 P.M.
3/3/22	Board of Finance Budget Vote 7:00 P.M.
3/15/22	Town Council BOE Budget Presentation 7:00 P.M.
3/22/22	Town Council Budget Follow-up and Review 7:00 P.M.
3/24/22	Town Council Budget Public Hearing 7:00 P.M.
3/30/22	Town Council Budget Vote 7:00 P.M.