

The Public Schools of Brookline FY2015 Budget Development Process Calendar

Monday, September 23, 2013	Finance Subcommittee Meeting (8:30 a.m.): Review and Approve Budget Development Calendar
Thursday, September 26, 2013*	Presentation of Budget Development Calendar (1 st reading)
Wednesday, October 16, 2013	Finance Subcommittee Meeting (8:30 a.m.): FY15 Budget Guidelines Framework development Finance Subcommittee FY15 Budget Guidelines Document development (react to First Draft) Subcommittee Agenda for the Year
October 24, 2013*	School Committee vote on Budget Development Calendar (2 nd reading)
Monday, November 4, 2013	Finance Subcommittee Meeting (8:30 a.m. – 10:00 a.m.): Review and Revise FY15 Budget Guidelines (Second Draft) FY14 First Quarter Report
November 14, 2013*	Presentation of Budget Guidelines and Directives to School Committee (1 st reading)
Monday, November 18, 2013	Finance Subcommittee Meeting (8:15 a.m. – 9:30 a.m.): Budget Guidelines Final Draft - Vote Principals Budget Priorities and Options Review
October - November, 2013	Prepare initial drafts of Financial Plan/Budget Guidelines/Directives
October - November, 2013	Reconciliation of Staffing
October 2013 - March, 2014	Ongoing review of the financial planning and budget development process for FY15 (2014-2015) and long range projections for FY2016-2020
December 2, 2013	Leadership Team Options Review
Monday, December 9, 2013	Finance Subcommittee (8:30 a.m.): Final Budget Guidelines
December 19, 2013*	School Committee vote on Budget Guidelines/Directives (2 nd reading)
December, 2013 - February, 2014	Ongoing review of budget drafts
Monday, January 13, 2014	Finance Subcommittee (8:30 a.m.) Leadership Team Options Review
Monday, January 27, 2014	Finance Subcommittee Meeting (8:30 a.m.): FY15 Budget Development

FY14 Second Quarter Report
FY14 Budget Transfers
Assessment of Ongoing Drivers and Allocation of Specialist Staffing

Monday, February 10, 2014	Finance Subcommittee Meeting (8:30 a.m.): FY15 Budget Development
February 11, 2014*	Presentation of Superintendent's Budget Message to the School Committee. On or before February 15, 2014, submission to the Board of Selectmen and Advisory Committee.
February 28, 2014*	Submission of detailed Superintendent's Budget to the School Committee, with copies to the Board of Selectmen and Advisory Committee.
Monday, March 10, 2014	Finance Subcommittee Meeting (8:30 a.m.): FY15 Budget Presentation
March 13, 2014*	Budget Presentation to the School Committee
March 27, 2014*	Public Hearing on the budget.
Monday, March 31, 2014	Finance Subcommittee Meeting (8:30 a.m.): FY15 Budget Review
April 10, 2014*	School Committee vote on the budget
April - May, 2014	Advisory Committee review and comment
Monday, April 28, 2014	Finance Subcommittee Meeting (8:30 a.m.): FY14 Third Quarter Report FY14 Budget Transfers
Monday, May 12, 2014	Finance Subcommittee Meeting (8:30 a.m.)
May, 2014	Spring Town Meeting
Monday, June 2, 2014	Finance Subcommittee Meeting (8:15 a.m. – 9:30 a.m.)
May - September, 2014	Ongoing discussion of long-term budget priorities.
May - September, 2014	In consultation with the Capital Projects Subcommittee, develop a priority list for capital; review CIP proposals for FY 2016-2021 Town CIP

*Dates with asterisk denote School Committee Meeting dates

Approved by the School Committee on 9/26/2013