

Budget Timeline 2016-2017

December 2015 (One Supt Scheduled (Meeting Date TBD))	Leadership Team Budget Workshop to discuss FY 17 priorities and budget development strategies
No later than Friday, January 8, 2016	<ul style="list-style-type: none"> • All school-based budgets for FY 17 submitted to Superintendent of Schools/Business Office • All CLRT budgets for FY 17 submitted to Superintendent of Schools/Business Office
Week of January 11 -15, 2016	Budgets reviewed by Superintendent and Business Manager and questions answered from school and department personnel on as needed basis
January 19 – 29, 2016	Budget presentations to Superintendent of Schools, Business Manager & CLRT by school principals and other administrators.
February 2016	Superintendent's Proposed FY 2017 Budget developed
March 10, 2016 (tentative)	Superintendent's Proposed FY 2017 Budget submitted to School Committee for review
March 10, 2016 thru March 24, 2016.... Specific Dates TBD	Budget Workshops with School Committee
March 2016	Ongoing input from Administrators for budget discussions with School Committee
March 24, 2016 (tentative)	School Committee vote to approve FY 17 Budget
April 4, 2016 (first Monday in April)	School Department shall submit its estimates for capital and operating expenditures to the Finance Director no later than the first Monday in April (Charter, Town of Cumberland, Section 804. Budget, as Amended November 2, 2010).
April 5 -15 2016	Discussions with Mayor & Finance Director to review proposed School Department budget for FY 2016-2017
April 18, 2016	The Finance Director shall submit his/her recommendations to the Mayor no later than the third Monday in April, as provided for in section 803 (C) (Charter, Town of Cumberland, Section 804.Budget).
May 9, 2016 (second Monday in May)	The Mayor shall review the recommendations of the Finance Director and shall make such changes in the various expenditures as he or she sees fit, provided however that the Mayor shall not have the authority to change any item in the school expenditure request except the overall total amount, and submit the budget to the council no later than the second Monday in May (Charter, Town of Cumberland, Section 804 (C). Budget).
May 9 – June 6, 2016 (concluded by first Monday in June)	Excerpt from Cumberland Town Charter, Section 804 (E) Budget: "Upon receipt of the budget, the Council shall make provision for no less than two public hearings thereon, to be held on separate days and to be concluded no later than the first Monday in June. Notice of said hearings shall be advertised on at least three (3) separate days in a newspaper or newspaper of general circulation in the Town, the final such advertisement to appear no less than five (5) days prior to the first hearing date."
No later than June 13, 2016 (second Monday in June)	The Council shall have completed action on the final budget and shall submit it to the Mayor for his or her signature no later than the second Monday in June. (Charter, Town of Cumberland, Section 804 (F). Budget).
June 2016 – August 2016	<ul style="list-style-type: none"> • Reconciled budget forwarded to Town Council • Schools and department budgets reconstructed to reflect final allocations • Supplies and textbooks ordered • Enrollments and staffing monitored • Job Pools Held
August 2016 (tentative)	<ul style="list-style-type: none"> • FY 2016-17 budgets available for principals/directors