

# LEXINGTON PUBLIC SCHOOLS

## FY11 BUDGET CALENDAR

*for all funds (Operating, Grant, Revolving)*

### **2009**

August 19	Assistant Superintendent for Finance and Business distributes to Program (Cost Center) Leaders FY11 Capital Budget packets
September 8	School Committee adopts FY11 budget calendar
September 22	School Committee adopts the FY11 budget guidelines
September 29	Assistant Superintendent for Finance and Business distributes to Program (Cost Center) Leaders FY11 budget packets
October 1	<input checked="" type="checkbox"/> FY11 Capital Budget Submissions are due to the Assistant Superintendent for Finance and Business  Budget Collaboration/Summit Meeting — Joint meeting with Board of Selectmen, School Committee, Appropriations Committee, and Capital Expenditures Committee
September 30 – October 22	Program leaders conduct meetings to develop FY11 program needs and priorities
October 23	<input checked="" type="checkbox"/> Budget submitted to the Assistant Superintendent for Finance and Business
November 4	<input checked="" type="checkbox"/> Recommended Capital budget submitted to the School Committee
November 19	Summit II – Revenue Model
October 23 – November 30	Central Office begins review of staffing and non-staffing expenses with program leaders
December 15	Superintendent presents FY11 budget recommendation to School Committee <i>(due to print shop December 4)</i>

### **2010**

January 5	FY11 Budget Discussion <ol style="list-style-type: none"><li>1. Department of Public Facilities</li><li>2. PreK-12 Special Education Budgets, Including Out-of-District Budget</li></ol>
January 19 and 23	Public Hearing on the FY11 budget

January 21	Summit III – (FY 2011 Expense Review & Gap Defining)
February 2	FY11 budget discussions
February 9	FY11 budget discussions (Grant and Revolving Funds – Budget Review
February 23	School Committee adopts FY11 Operating Budget (including fees) and FY11 Capital Budget
February 22,23, or 24	Summit IV – (FY 2011 Gap Closing & Possible Override Planning)
March 1st	Electronic Distribution of Budget Book to TMMA, Committees & Boards
March 22	Annual Town Meeting
March 24	Budget Presentation by the Town Manager and Superintendent
March 29	TM Budget Deliberation

*\*\*\*All dates and deadlines subject to revision.*