

Gervais School District – 2019/20 Budget Calendar

<u>Date</u>	<u>Activity</u>	<u>Who</u>
July 12, 2018	Appoint Budget Officer	School Board
August – December	Leadership council reviews current / future program changes.	Principals
October 18, 2018	Announce Budget Committee Openings (if applicable)	Superintendent
	Approve Budget Committee Selection Process, if needed. Appoint Budget Committee Members	
November 15, 2018	Current Members: Brent LaFollette (Term Expires 06/30/19) Carl Wolff (Term Expires 6/30/19) 3 OPEN POSITIONS	School Board
December 1, 2018	Finalize 2018-19 ADMr Estimates Finalize 2018-19 Revenue Estimates	Superintendent / Business Manager
December 2, 2018	Review Materials & Supplies to Schools for 2019-20	Business Manager
December – January	Schools Build Budgets with help of School Councils, Staff and Administration	Principals
February 2019	Review Program Change Recommendations	Administrators
March 2019	Discuss Program Budgets with Superintendent & Business Manager	Administrators
March 2019	Budget Orientation presentations with Budget Committee Members (Dates to be determined)	Superintendent / Business Manager
April 4, 2019	1 st Publication Notice of Budget Committee Meeting (Not more than 30 days prior to meeting)	Business Manager
April 18, 2019	2 nd Publication Notice of Budget Committee Meeting (At least 7 days after 1 st publication and no later than 5 days prior to the meeting.)	Business Manager
April 25, 2019	Budget Meeting – First Meeting 6:00 p.m.	Superintendent / Business Manager
May 16, 2019	Latest Date for Budget Approval	Budget Committee
June 6, 2019	Publication of Budget Hearing (Publish not less than 5 days and not more than 30 days prior to hearing.)	Business Manager
June 20, 2019	Public Hearing of Budget Prior to Board Meeting	Superintendent / Business Manager
June 20, 2019	2019-2020 Budget: Adopt, Appropriate, and Levy Taxes	School Board