

BOARD AGENDA ITEM

October 22, 2024

SUBJECT:

Proposed 2025 – 2026 Budget Calendar

BACKGROUND INFORMATION:

Board Policy DBG requires that the Aiken County Board of Education adopt a budget calendar by November 1 each year.

ADMINISTRATIVE CONSIDERATION:

The budget calendar provides a sequential list of actions and presentations by the Administration and the School Board. The budget calendar also establishes deadlines and serves as an official notification to participants in the budgetary process.

This year's budget calendar proposal includes two budget readings and closely follows the original 2024 – 2025 budget calendar in most respects.

The calendar provides flexibility in the event that dates need to be shifted or additional discussions added.

RECOMMENDATION:

Approve the proposed 2025 – 2026 budget calendar as shown in the attachment,

ATTACHMENT:

Proposed 2025 – 2026 Budget Calendar

PREPARED BY:

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2025 – 2026 BUDGET CALENDAR

DATE	EVENT	RESPONSIBLE PARTY
December 2024 – January 2025	Develop preliminary student enrollment projections for 2025 – 2026; provide to Cabinet and schools for review and feedback	Director of Administration
January 2025	Request & receive budget input, suggestions, and budget requests from Superintendent, Administration, schools, and departments	Chief Financial Officer
January 21, 2025	Budget workshop – to provide an early preview of the State budget, if available, receive Board budget input, and discuss salary study recommendations & possible impacts	Chief Financial Officer
January 2025 and subsequent	Evaluation of budget requests and input	Chief Financial Officer, Cabinet
January 2025 and subsequent	Review 2024 – 2025 expenditures to date and project annual expenditures; monitor State budget process	Chief Financial Officer
February 2025	Preliminary teacher & non-teacher staffing allocations provided to Cabinet and schools	Director of Administration
February 18, 2025	Budget workshop , if necessary	Chief Financial Officer
By end of February 2025	Schools to compile course requests prior to allocation meetings	Principals/Schools
February – March 2025	School-by-school staffing allocation meetings/reviews with principals	Cabinet members, Principals, Director of Administration
April 15, 2025	Budget workshop – review of preliminary State revenue and preliminary expenditures estimates; preview of First Reading	Chief Financial Officer
April 22, 2025	First Reading of budget	Superintendent, Chief Financial Officer
By April 28, 2025	Publish tentative budget in newspaper and advertise public hearing	Chief Financial Officer
May 13, 2025	Public hearing on the tentative budget	Chairman
May 13, 2025	Public hearing for raising millage, if necessary	Chairman
May 27, 2025	Second Reading and adoption of 2025 – 2026 budget	Board, Superintendent, Chief Financial Officer
By end of October 2025	Publish and distribute budget	Chief Financial Officer

Note: Items occurring at School Board meetings are bolded above.