

BOARD AGENDA ITEM

October 9, 2012

SUBJECT:

Proposed 2013 – 2014 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:

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

RECOMMENDATION:

Approve the proposed 2013 – 2014 budget calendar as shown in the attachment.

ATTACHMENT:

Proposed 2013 – 2014 Budget Calendar

PREPARED BY:

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2013 – 2014 BUDGET CALENDAR

DATE	EVENT	RESPONSIBLE PARTY
December 18, 2012	Budget 101 workshop – to provide a general overview of the budget process and a preview of budget considerations for 2013 – 2014	Superintendent, Comptroller
December 2012	Project student enrollment for 2013 – 2014	Comptroller
January 15, 2013	Budget workshop – review of general fund and departmental budgets	Superintendent, Comptroller
February 19, 2013	Budget workshop – review of special revenue and EIA funds; additional review of general fund and department budgets, if necessary	Superintendent, Comptroller
By February 28, 2013	Provide preliminary teacher/non-teacher allocations to schools	Comptroller
February 2013 and subsequent	Meet with Cabinet to discuss and evaluate budget input	Superintendent, Comptroller
February 2013 and subsequent	Review 2012 – 2013 expenditures; monitor State budget process	Comptroller
March 1, 2013	Due date for budget input from various groups including individual Board members, department heads, principals, teacher representatives, and citizens	Comptroller
March 19, 2013	Budget workshop – review of preliminary State revenue and preliminary expenditures estimates	Superintendent, Comptroller
April 9, 2013	Budget workshop, if necessary	Superintendent, Comptroller
April 16, 2013	Present preliminary budget to the Board	Superintendent, Comptroller
April 30, 2013	Budget workshop, if necessary	Superintendent, Comptroller
May 14, 2013	Present tentative budget to the Board	Superintendent, Comptroller
By May 27, 2013	Publish tentative budget in newspaper and advertise public hearing	Comptroller
June 4, 2013	Special called meeting for public input	Chairman
June 11, 2013	Public hearing on the tentative budget	Chairman
June 11, 2013	Public hearing for raising millage, if necessary	Chairman
June 25, 2013	Adoption of 2013 – 2014 budget	Board, Superintendent, Comptroller
November 2013	Publish and distribute budget	Comptroller