

BOARD AGENDA ITEM

October 28, 2014

SUBJECT:

Proposed 2015 – 2016 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 presentations and actions by the Administration and the Aiken County Board of Education. The budget calendar also establishes deadlines and serves as an official notification to participants in the budgetary process.

RECOMMENDATION:

Approve the proposed 2015 – 2016 budget calendar as shown in the attachment.

ATTACHMENT:

Proposed 2015 – 2016 Budget Calendar

PREPARED BY:

M. O. Traxler III

2015 – 2016 BUDGET CALENDAR

DATE	EVENT	RESPONSIBLE PARTY
November 2014 and subsequent	Receive budget input, suggestions, and budget requests from the administration, directors, principals, employees, and others	Comptroller
December 2014	Meet with new Board members to provide an overview of the budget	Superintendent, Comptroller
December 2014	Develop preliminary student enrollment projections for 2015 – 2016; provide those to Cabinet and schools for review and feedback	Comptroller
January 2015 and subsequent	Meet with Cabinet to discuss and evaluate budget input	Superintendent's Cabinet
January 20, 2015	Budget workshop	Superintendent, Comptroller
February 2015 and subsequent	Review 2014 – 2015 expenditures to date and project annual expenditures; monitor State budget process	Comptroller
February 17, 2015	Budget workshop, if necessary	Superintendent, Comptroller
By February 28, 2015	Provide preliminary teacher/non-teacher allocations to Cabinet and schools for review and feedback	Comptroller
February 28, 2015	Due date for budget input from various groups including individual Board members, department heads, principals, teacher representatives, and citizens	Comptroller
March 17, 2015	Budget workshop – review of preliminary State revenue and preliminary expenditures estimates	Superintendent, Comptroller
April 21, 2015	Present preliminary budget to the Board	Superintendent, Comptroller
April 28, 2015	Budget workshop, if necessary	Superintendent, Comptroller
May 12, 2015	Present tentative budget to the Board	Superintendent, Comptroller
May 19, 2015	Budget workshop, if necessary	Superintendent, Comptroller
By May 25, 2015	Publish tentative budget in newspaper and advertise public hearing	Comptroller
June 2, 2015	Special called meeting for public input	Chairman
June 9, 2015	Public hearing on the tentative budget	Chairman
June 9, 2015	Public hearing for raising millage, if necessary	Chairman
June 23, 2015	Adoption of 2015 – 2016 budget	Board, Superintendent, Comptroller
November 2015	Publish and distribute budget	Comptroller