

BOARD AGENDA ITEM

August 27, 2013

SUBJECT:

Proposed 2014 – 2015 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.

Because the Administration will provide a more intensive and extensive review of departmental budgets, functions, and an analysis of programs in anticipation of another difficult budget process, beginning dates for the budget process are earlier than past years.

RECOMMENDATION:

Approve the proposed 2014 – 2015 budget calendar as shown in the attachment.

ATTACHMENT:

Proposed 2014 – 2015 Budget Calendar

PREPARED BY:

M. O. Traxler III

2014 – 2015 BUDGET CALENDAR

DATE	EVENT	RESPONSIBLE PARTY
September 2013 and subsequent	Perform an extensive analysis of departmental and programmatic budgets and functions. Detailed information will be gathered for presentation to the Board.	Superintendent's Cabinet
October 2013 and subsequent	Receive budget input, suggestions, and budget requests from the administration, directors, principals, employees, and others	Comptroller
October 15, 2013	Budget workshop – Department/Program Review	Superintendent, Comptroller
October 29, 2013	Budget workshop – Department/Program Review	Superintendent, Comptroller
November 19, 2013	Budget workshop – Department/Program Review	Superintendent, Comptroller
December 17, 2013	Budget workshop – Department/Program Review	Superintendent, Comptroller
December 2013	Provide preliminary student enrollment projections for 2014 – 2015 to Cabinet and schools for review and feedback	Comptroller
January 2014 and subsequent	Meet with Cabinet to discuss and evaluate budget input	Superintendent's Cabinet
January 21, 2014	Budget workshop	Superintendent, Comptroller
February 2014 and subsequent	Review 2013 – 2014 expenditures to date and projected annual expenditures; monitor State budget process	Comptroller
February 18, 2014	Budget workshop	Superintendent, Comptroller
By February 28, 2014	Provide preliminary teacher/non-teacher allocations to schools	Comptroller
February 28, 2014	Due date for budget input from various groups including individual Board members, department heads, principals, teacher representatives, and citizens	Comptroller
March 18, 2014	Budget workshop – review of preliminary State revenue and preliminary expenditures estimates	Superintendent, Comptroller
April 15, 2014	Present preliminary budget to the Board	Superintendent, Comptroller
April 22, 2014	Budget workshop, if necessary	Superintendent, Comptroller
May 13, 2014	Present tentative budget to the Board	Superintendent, Comptroller
By May 26, 2014	Publish tentative budget in newspaper and advertise public hearing	Comptroller
June 3, 2014	Special called meeting for public input	Chairman
June 10, 2014	Public hearing on the tentative budget	Chairman
June 10, 2014	Public hearing for raising millage, if necessary	Chairman
June 24, 2014	Adoption of 2014 – 2015 budget	Board, Superintendent, Comptroller
November 2014	Publish and distribute budget	Comptroller