

**School District of South Milwaukee
2015-16 Budget Planning Calendar**

November

Board Meeting Dates: 5th, 19th

- 3 Administrative Cabinet reviews budget calendar
- 19 *Budget request forms are distributed to the Administrative Council*
- 20 **Administrative Council reviews budget calendar**

December

Board Meeting Date: 3rd

- 3 **School Board Approves Budget Calendar**
- 8 *Budget request forms are due from Administrative Council*

January

Board Meeting Dates: 7th, 21st

- 5 Administrative Cabinet reviews budget requests
- 9 Second Friday pupil count
- 13 Administrative Cabinet reviews budget assumptions
- 21 **School Board approval of preliminary notice of administrator non-renewals**(closed session)
- 31 Preliminary notice of administrator non-renewals

February

Board Meeting Dates: 4th, 18th

- 4 **School Board approves teacher retirements**
- 18 **School Board budget work session** (reference material/budget assumptions / expectations)
Approval of Fund 50 (Food Service) and Fund 80 (Community Service) 2014-15 preliminary budgets

March

Board Meeting Dates: 4th, 18th

- 17 **Administrative Council budget discussion (Title I Focus)**
- 31 **Administrative Council budget discussion**

April

Board Meeting Dates: 22nd

- 8 Distribution of budget worksheets to Administrative Council
- 15 Administrative Council budget discussion
- 21 Administrative Council budget discussion
- 30 Administrative Council budget discussion
- Preliminary notice of teacher non-renewals

May

Board Meeting Dates: 6th, 13th, 20th, 27th

- 6 School Board budget recommendations presentation
- School Board votes on final teacher non-renewals & issue contracts
- 11 Administrative Council budget discussion (1:30 pm If Needed)
- 13 Public discussion on preliminary budget recommendations
- 14 Budget worksheets due from Administrative Council
- 20 School Board Work Session (As Needed)
- 27 School Board preliminary budget/staffing plan approval
- 31 Notice to school year support staff employees regarding continuing employment

June

Board Meeting Dates: 3rd, 17th

- Teacher contracts due back to District
- Administration monitors budget and reports to School Board as appropriate

July

Board Meeting Dates: 15th

- Administration monitors budget and reports to School Board as appropriate

August

Board Meeting Dates: 5th, 19th

- 5 School Board review of preliminary budget
- 19 School Board Annual Meeting update
School Board preliminary budget approval
- 27 Budget Publication and notice of budget hearing and annual meeting

September

Board Meeting Dates: 9th, 23rd

- 3 Budget Publication and notice of budget hearing and annual meeting
- 9 Annual meeting for public hearing on budget and approval of preliminary tax levy
- 18 Third Friday Pupil Count

October

Board Meeting Dates: 7th, 21st

- 1 Fall Equalized Values received from the Department of Revenue
- 15 Final State Aid certification received from DPI
- 21 Final approval of budget and tax levy by School Board

November

Board Meeting Dates: 5th, 19th

- 6 Certification of tax levy to municipal clerk

Red: Board Meeting
Green: Council Meeting