

**School District of South Milwaukee
2016-17 Budget Planning Calendar**

November

Board Meeting Dates: 4th, 18th

- 3 Administrative Cabinet reviews budget calendar
- 18 **School Board Approves Budget Calendar**
Administrative Council reviews budget calendar

December

Board Meeting Date: 16th

- 7 Administrative Cabinet reviews budget assumptions
- 15 **Administrative Council budget discussion**

January

Board Meeting Dates: 13th, 27th

- 8 Second Friday pupil count
- 11 Administrative Cabinet reviews budget assumptions
- 19 **Administrative Council budget discussion**
- 27 **School Board approval of preliminary notice of administrator non-renewals (closed session)**
- 31 Preliminary notice of administrator non-renewals

February

Board Meeting Dates: 10th, 24th

- 2 **Administrative Council budget discussion**
- 10 **School Board approves teacher retirements**
- 24 **School Board budget work session (reference material/budget assumptions / expectations)**
Approval of Fund 50 (Food Service) and Fund 80 (Community Service) 2016-17 preliminary budgets

March

Board Meeting Dates: 9th, 23rd

- 9 **School Board budget recommendations presentation**
- 23 **School Board preliminary budget/staffing plan approval**

April

Board Meeting Dates: 6th, 20th

- 1 Distribution of budget worksheets to Administrative Council
Preliminary notice of teacher non-renewals

May

Board Meeting Dates: 4th, 18th

- 4 **School Board votes on final teacher non-renewals & issue contracts**
- 13 Budget worksheets due from Administrative Council
- 31 Notice to school year support staff employees regarding continuing employment

June

Board Meeting Dates: 1st, 29th

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

July

Board Meeting Dates: 20th

- Administration monitors budget and reports to School Board as appropriate

August

Board Meeting Dates: 3rd, 17th

- 3 **School Board review of preliminary budget**
- 17 **School Board Annual Meeting update**
- School Board preliminary budget approval**
- 25 Budget Publication and notice of budget hearing and annual meeting

September

Board Meeting Dates: 7th, 21st

- 1 Budget Publication and notice of budget hearing and annual meeting
- Annual meeting for public hearing on budget and approval of preliminary tax levy**
- 7 **levy**
- 16 Third Friday Pupil Count

October

Board Meeting Dates: 5th, 19th

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

November

Board Meeting Dates: 9th, 23rd

- 4 Certification of tax levy to municipal clerk

Red: Board Meeting
 Green: Council Meeting