

**REGIONAL SCHOOL DISTRICT 16**  
**Budget Calendar**

**2018-2019 School Budget**

November 2	Budget Request and Enrollment projections provided to schools
December 11	Administrators submit budget packets to Business Office (Includes local control budget, regional control justification sheets and personnel requests)
December/January	Superintendent and Director of Finance & Business Operations review budgets with Administrators, Facilities, Technology and Capital Improvement Plan
January/February	Superintendent's draft budget prepared for Board of Education
March 7	<u>6:30 p.m. Budget Workshop District Office</u> <i>Initial Review of Superintendent's Budget</i> <ul style="list-style-type: none"><li>- Regional/Local Control</li><li>- Staffing</li><li>- Benefits/Insurance</li><li>- Special Education</li></ul>
March 14	<u>7:00 p.m. Regular BOE meeting Woodland High School</u> <ul style="list-style-type: none"><li>- Plant Operations/Maintenance and Draft-5 Year Capital Improvement Plan</li><li>- Technology</li><li>- Curriculum and Programs</li></ul>
March 28	<u>7:00 p.m. Regular BOE meeting District Office</u> Board finalizes budget for public hearing
April 11	<u>7:00 p.m. Public Hearing Long River Middle School</u> Board of Education presents budget to voters at Public Hearing; approves final budget to present to district for vote and approves method of voting
May 7	<u>7:00 p.m. Woodland High School</u> Annual District Meeting
May 7/8 (to be determined)	Vote at Annual Meeting/Referendum

*Community members and town officials of Prospect and Beacon Falls are welcome to attend Board of Education and Budget Workshop meetings, as the Board strives to provide an opportunity for open communication during this process.*