

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

**2019-2020 School Budget**

October 31	Budget Request and Enrollment projections provided to schools
December 10	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
February 27	<u>7:00 p.m. Regular BOE meeting District Office</u> <i>Initial Review of Superintendent's Budget</i>
March 6	<u>6:30 p.m. Budget Workshop District Office</u> - Regional/Local Control - Staffing - Benefits/Insurance - Special Education
March 13	<u>7:00 p.m. Regular BOE meeting Woodland High School</u> - Plant Operations/Maintenance and Draft-5 Year Capital Improvement Plan - Technology - Curriculum and Programs
March 27	<u>7:00 p.m. Regular BOE meeting District Office</u> Board finalizes budget for public hearing
April 10	<u>7:00 p.m. Public Hearing Woodland High 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 6	<u>7:00 p.m. Long River Middle School</u> Annual District Meeting
May 6/7 (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.*