

Peabody School District Annual Budget Calendar

<u>Sequence</u>	<u>Month</u>	<u>Responsibility</u>	<u>Action</u>
1	December	State Budget	Governor's Budget Released (State Budget Level 1 of 4)
2	January	Administration	Discuss Oct 1 st Counts and Potential Impact on Class Sizes
3	January	Administration	Issue Forms to Schools and Departments (Level Service Budget)
4	January	Principals Dept. Mgrs.	Review School Improvement Plan with School Councils
5	January	Administration	Outline District Staffing & Budget Needs for Next Year
6	January	Principals Dept. Mgrs.	Prioritize staffing requests and increases in non-payroll accounts
7	January	Administration	Budget Factors (i.e. enrollment) and Budget Drivers (i.e. Covid-19)
8	February	Administration	Present Initial Budget to School Finance Committee
9	March	Administration	Present Initial Budget to School Committee
10	April	State Budget	House Ways & Mean Budget Released (State Budget Level 2 of 4)
11	May/June	City Council	City Council will Vote an Approved School Budget
12	May	State Budget	Senate Budget released (State Budget Level 3 of 4)
13	June	State Budget	Final Conference Cmte. Budget released (State Budget Level 3 of 4)
14	July		New Fiscal Year Begins Schools Directed to Start Ordering Supplies