

Millis Public Schools

FY 2015 BUDGET CALENDAR

- December** Superintendent solicits, receives and conducts preliminary review with Administrators of: staffing, non-staffing expenses, capital needs, furnishings and equipment, and technology requests.
- January** Superintendent and Business Manager analyze budget and determine fixed costs.
- School Committee working session
- Administrative Team and Superintendent prioritize educational and capital needs for warrants.
- February** Superintendent and Business Manager create first draft of the FY '15 budget. School Committee working session to discuss.
- Superintendent presents the draft FY '15 budget recommendation and warrants to the Millis School Committee.
- School Committee reviews FY '15 draft budget in response to published FY '15 Governors' budget. Adjustments made based on information available.
- March** School Committee conducts Public Hearing on the Proposed FY '15 draft budget.
- Budget and Warrants presented to the Selectman, Town Administrator, and Finance Committee by Superintendent and School Committee.
- School Committee vote of FY '15 draft proposed budget.
- March – May** Continue to monitor state and local funding sources. Make adjustments needed to present a balanced budget at Town Meeting. Budget presented to the staffs at all schools.
- May 2013** School Committee approves final FY '15 budget amount if it has changed. Attend Town Meeting to present budget.