

Draft  
Arlington Public Schools  
Annual Budget Calendar – 2020-21

Month	Mtg #	Date	Present, Prepare, To Do
September	1	9/10/20	Present Capital Planning requests for 2020-21
	2	9/24/20	<Financial Report*>
<b>End of year report deadline extended because COVID</b>			
October	1	10/8/20	
	2	10/22/20	Final year's enrollment numbers <Financial Report*>
November	1	11/12/20	<b>First draft budget calendar</b> Fed through state grant reports due October 31
		11/16/20	Distribute Report of Fiscal year (EOYR) to SC
	2	11/19/20	<b>Approve budget calendar</b> <Financial Report*> <b>Answer questions about EOYR Report</b>
December	1	12/10/20	<b>Hear from ½ principals, dept heads, AEA on priorities for next year</b>
	2	12/17/20	<Financial Report*> <b>Hear from ½ principals, dept heads, AEA on priorities for next year</b> <b>Discuss SC priorities for budget</b>
<b>Collect public input on budget (January/February)</b>			
January	1	1/14/21	<b>Set SC priorities for budget</b> <b>Deliver first budget number to Town Manager</b>
January	2	1/28/21	<Financial Report*>
<b>Superintendent's budget to SC members – 2/5/21</b>			
February	1	2/11/21	<b>First look at budget detail</b>
	2	?	<Financial Report*>
March	1	3/11/21	<b>Budget hearing</b>
	2	3/25/21	<b>Final vote on budget</b> Approve what goes to FinComm <Financial Report*>
<b>Budget meeting with FinComm – TBA</b>			
April	1	4/8/21	
<b>Town Meeting Report goes to printer – when?</b>			
<b>Town Meeting opens – 4/26/21</b>			
April	2	4/29/21	<Financial Report*>
May	1	5/13/21	
	2	5/28/21	<Financial Report*>
June	1	6/10/21	
	2	?	<Financial Report*>
July			MUNIS down for close of fiscal year
August			New FY grants set up as allocated

\*Financial Report, timing subject to Policy requirements