

Draft
Arlington Public Schools
Annual Budget Calendar – 2019-20

Month	Mtg #	Date	Present, Prepare, To Do
September	1	9/12/19	Present Capital Planning requests for 2019-20
	2	9/26/19	<Financial Report*>
End of year report due Sept 30			
October	1	10/10/19	First draft budget calendar
	2	10/24/19	Approve budget calendar Final year's enrollment numbers <Financial Report*>
November	1	11/14/19	Distribute Report of Fiscal year (EOYR) Fed through state grant reports due October 31
	2	11/21/19	<Financial Report*> Answer questions about EOYR Report
December	1	12/12/19	Hear from ½ principals, dept heads, AEA on priorities for next year
	2	12/19/19	<Financial Report*> Hear from ½ principals, dept heads, AEA on priorities for next year Discuss SC priorities for budget
Collect public input on budget (January/February)			
January	1	1/9/20	Set SC priorities for budget Deliver first budget number to Town Manager
January	2	1/23/20	<Financial Report*>
Superintendent's budget to SC members – 2/7/20			
February	1	2/13/20	First look at budget detail
	2	2/27/20	<Financial Report*>
March	1	3/12/20	Budget hearing
	2	3/26/20	Final vote on budget Approve what goes to FinComm <Financial Report*>
Budget meeting with FinComm – TBA			
April	1	4/9/20	
Town Meeting Report goes to printer – when?			
Town Meeting opens 4/27/20			
April	2	4/30/20	<Financial Report*>
May	1	5/14/20	
	2	5/28/20	<Financial Report*>
June	1	6/11/20	
	2	6/25/20	<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