

Advance Notice
2-10-16

District Budget Development Guidelines/Critical Steps and Target Dates – Board

Action to be taken: I move the Board adopt the 2016-17 District Budget Development Guidelines as presented.

The administration requests adoption of the District Budget Development Guidelines for 2016-17 (see separate attachment)

The 2016-17 guidelines as presented are unchanged from those adopted for 2015-16.

The administration has established key steps in the budget development process (below) and requests board discussion and direction on these steps as appropriate. Jacob Kuper will be available for further discussion.

Critical Steps and Target Dates

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| 1. Board of Directors' Budget Guidelines | Feb 10 |
| 2. <u>Budget Process "tracked" with updates on District website</u> | Feb-Aug |
| 3. Legislature Adopts State Budget (SINE DIE) | March, 10 |
| 4. Superintendent's Budget Review and Program Changes announced as needed. | By April 30 |
| 5. Five-member Financial Advisory Core Team (FACT) members identified; team begins to meet to review budget development. (Board, principal, certificated, classified and PTSA reps to be named) | June-August |
| 6. District Budget Completed | Jun/Jul |
| 7. Public hearing – Proposed 2016-17 Budget | Aug 10 |
| 8. Budget Adoption | Aug 24 |
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