

BusinessPlanning Budget- RegulationGOAL/OBJECTIVE DEVELOPMENT AND BUDGET PREPARATION

<u>WHEN</u>	<u>BY WHOM</u>	<u>WHAT</u>
August	Board of Education	Finalize district-wide goals and objectives for current year; establish district priorities for goals and objectives not funded in approved budget.
September	Administration	Communicate current year's site-based goals and objectives to staff and community; develop general outline for next year's goals and objectives.
October/November	Administration	Examine costs of achieving current and next year's program goals and objectives via a selected set of activities.
December	Administration	Interim report on current year's performance; projection of costs and revisions to programs for remainder of year.
December	Administration	Tentative program/site budget requests for next year are submitted to the Superintendent and BOEBS.
December	Board of Education	Public input solicited for next year's education goals, objectives, and budget.
January	Administration	Proposed budget for next year submitted by Superintendent and BOEBS to BOE.
January	Board of Education	Public hearing on proposed BOE budget for next year.

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February 1	Board of Education	Approval of next year's budget by BOE and submission to Board of Selectmen for review.
March	Administration	Interim report on current year's performance; projection of costs and revisions to programs for remainder of year.
March	Board of Education	Meeting with Board of Finance to review next year's education budget request and current year's expectations.
April	Board of Finance	Public hearing conducted by Board of Finance on next year's town and education budget proposals.
May	Electorate	Approval of funds for next year's operation to achieve the results described.
June	Board of Education	Evaluation of current year's performance goals and objectives.
June	Administration	Discussion of next year's goals and objectives; review of priorities, and community/staff input.

Regulations
 Adopted: 9/22/93

BROOKFIELD PUBLIC SCHOOLS
 Brookfield, Connecticut