



MEMO

DATE: February 6, 2012

TO: Board of Trustees and Mr. David Meadows, Superintendent

FROM: Linda Pannell, Finance Director

RE: Budget Development Calendar for the 2012-2013 Budget

The budget development calendar is being presented for recommendations and approval to establish the dates necessary to meet the requirements by the state and to have the budget ready for the school board to begin input and review by the April 26<sup>th</sup> School Board meeting. Having the budget draft prepared for the School Board at this time will allow the board time to make changes and recommendations in the months that follow leading up to the final adoption on August 14, 2012.