

CCC Board of Education– Topic Summary	
Topic:	Budget Calendar for FY 2027-28
Date:	October 14, 2026
Prepared By:	Christy Owen, Dean of Business Services
Division/Department:	College Services
RECOMMENDATION:	Approve Budget Calendar for FY 2027-28 Budget Development

BACKGROUND

Planning and supporting the College budget development process occurs throughout the year. It is recommended for public process and transparency that the Board of Education adopt a budget calendarⁱ. Exhibit A provides the calendar of events and recommended dates starting with the Fall Forecast and moving through other key milestones for the development of the FY 2027-28 Budget. Input informing the staff recommendation for the Budget Development calendar was gathered through public comment and testimony, feedback from college leadership, and direction from the Board of Education to bring enhanced engagement opportunities early in the budget development cycle.

REPORT

Adopting a budget calendar provides structure and predictability in the public sector budget process. An external facing calendar ensures legal compliance, smooth public event coordination, opportunity for community participation, and transparency for time and place of key financial decisions in the fiscal cycle.

Existing milestones	New for 2027-28 development
Fall Forecast (November work session)	Three community listening sessions (January, February, March)
Budget Principles (December & January for 1 st & 2 nd read)	Dedicated time for Budget Committee Training (March)
Tuition and fees (February and March for 1 st & second read)	Added meeting for public comment on Proposed Budget (May)
Budget Committee (May): budget message and voting meetings	
Board adopts Budget (June)	

Listening Sessions & Written Comments

The Budget Calendar adds three community budget listening sessions to be held prior to the development of the Proposed Budget. Listening sessions offer opportunity separate of the monthly Board meeting for community members to provide comments on priorities or options

for the College to consider during the budget development process. There is one session scheduled for each campus.

Each session will offer a very brief (no more than 10 minutes) summary of the college and budget status followed by open time for community members to give public comment. Decisions on the college budget will not be made at these sessions. Comments can also be provided in written format through comment cards and a scannable QR Code. College staff will provide a monthly report summarizing the verbal and written comments to the President's Office and Board. The reports will be posted on the budget development process website for public review.

Dedicated training for the Budget Committee

Prior to receiving the Proposed Budget there will be a separate dedicated training for Budget Committee members. The training will include their roles, expectations, and how meetings are conducted. Training will utilize the guidelines for Budget Committees as provided by Oregon Association of Community Colleges. The training will occur in March and in advance of the presentation of the Proposed Budget.

Additional Budget Committee Meeting

There will be one additional meeting of the Budget Committee dedicated to public comment. The Budget Committee will receive the budget message on May 5, 2027, then on May 12, 2027 hold a separate meeting for public comment. The Budget Committee will convene for a third and final time on May 19, 2027 to deliberate and vote to approve the Proposed Budget and the tax levy. Their vote is not the final step in the College budget development process. The vote establishes an Approved Budget for the Board to deliberate and consider for their final adoption in June.

ⁱ <https://www.gfoa.org/materials/nacslb> & [Public Engagement in the Budget Process](#)