



**PROSPECT HEIGHTS DISTRICT 23
BOARD OF EDUCATION
DISCUSSION ITEM**

Date: October 13, 2021

Title: 2022-23 Budget Calendar

Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations

DATE RANGE	BUDGET PROCESS
10/13/2021	Board Approves the 2022-23 Budget Calendar
11/10/2021	Board Approves the 2021 Tentative Property Tax Levy
12/8/2021	Board Holds Public Hearing on the 2021 Property Tax Levy
	Board Approves the 2021 Property Tax Levy
01/12/2022	Resolution to Authorize Appointment of Individual to Prepare Budget
01/01 - 02/15/2022	Administration Develops Preliminary Financial Guidelines & Assumptions
02/28/2022	2022-23 Preliminary Financial Guidelines and Assumptions are Presented to Finance Committee
03/09/2022	Board Approves the 2022-23 Preliminary Financial Guidelines & Assumptions
03/15 - 04/30/2022	Building Principals and Program Administrators Develop Tentative Budgets
04/15 - 05/30/2022	Budget Meetings with Building Principals & Program Administrators
05/01 - 06/30/2022	Business Office Assembles the 2022-23 Tentative Budget
06/30/2022	Finance Committee to Receive Tentative Budget
07/15 - 08/01/22	Business Office Prepares the Final Budget
08/10/2022	Board Approves the 2022-23 Tentative Budget and Sets the Date for Public Hearing on Final Budget
	Board Secretary Places the 2022-23 Tentative Budget on Public Display
09/14/2022	Board Holds Public Hearing on the 2022-23 Final Budget
	Board Approves the 2022-23 Final Budget