



Oak Park Elementary School District 97

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TO: Dr. Carol Kelley, Superintendent of Schools
Board of Education

FROM: Dr. Alicia Evans, Assistant Superintendent of Finance and Operations

SUBJECT: Fiscal Year 2018 Budget Authority and Proposed Budget Calendar

DATE: December 20, 2016

Budget Authority

The Board of Education designates a person to prepare the tentative budget for Fiscal Year 2018.

Pursuant to the Illinois School Code, Section 105, ILCS 5/17-1 the Board of Education shall designate some person or persons to prepare a tentative budget. Therefore, the Superintendent Schools should be authorized to commence the preparation of the tentative budget for the fiscal year beginning July 1, 2017 and ending June 30, 2018; the budget shall be filed with the Secretary of this Board.

Budget Planning

In accordance with Board Policy 4:10 Fiscal and Business Management

Each January, the Board adopts a proposed budget calendar, indicating dates for presentation by the Superintendent of receipts, estimates, preliminary expenditure recommendations by funds, and major Board actions affecting the budget.

The **proposed** calendar for such preparation, presentation, and adoption will be as follows:

- June 27, 2017: Board Meeting: present the tentative FY2017/2018 Budget for Board discussion
- July 18, 2017: BOE Meeting: Board approves the tentative budget for public display
- July 19, 2017: place the budget on public display
- September 5, 2017: BOE Meeting to conduct public hearing
- September 19, 2017: BOE Meeting to adopt the budget

Based on the information above, authorizing the Superintendent of Schools to commence preparation of the 2017-2018 annual budget should occur in January 2017. This item will be presented to the Board for formal approval at its January 10, 2017 meeting.