



# Oak Park Elementary School District 97

260 W. Madison ▪ Oak Park ▪ Illinois ▪ 60302 ▪ ph: 708.524.3000 ▪ fax: 708.524.3019 ▪ www.op97.org

---

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

FROM: Patrick King, Senior Director of Finance

SUBJECT: Fiscal Year 2022 Budget Authority and Proposed Budget Calendar

DATE: December 1, 2020

## Budget Authority

The Board of Education designates a person to prepare the tentative budget for Fiscal Year 2022.

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 of Schools should be authorized to commence the preparation of the tentative budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022; 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:

- July 13, 2021: Update Board on preliminary results of prior fiscal year and discuss macro-level issues regarding budget development
- August 10, 2021: present the tentative FY2022 Budget for Board discussion and authorize the tentative budget for public display and the publication of Notice of Public Hearing to be held on September 21, 2021
- August 18, 2021: Tentative budget placed on public display
- September 21, 2021: BOE Meeting to conduct public hearing and adopt the final budget

Based on the information above, authorizing the Superintendent of Schools to commence preparation of the FY2022 annual budget should occur in January 2021. The approval of the Budget Authority and Proposed Budget Calendar will be presented to the Board for action at its December 15, 2020 meeting.