

**Woodbridge Board of Education  
Timeline for 2015 - 2016  
Capital Operating Budgets**

<b>Date</b>	<b>Description</b>
<b>10/3/2014</b>	<b>..... Submit budget worksheets to Administrators</b>
<b>Oct-2014</b>	<b>..... BOE votes on Capital Budget (Special meeting if necessary)</b>
<b>Oct - TBD</b>	<b>..... Preliminary Capital Budget Submission Due to Town Finance Director</b>
<b>10/31/2014</b>	<b>..... Administrators return budget worksheets to Business Manager</b>
<b>11/7/2014</b>	<b>..... Business Manager compiles submitted budgets</b>
<b>11/10/2014</b>	<b>..... Review budget with Principals and Special Services Director</b>
<b>11/10/2014</b>	<b>..... Review budget for Central Office</b>
<b>11/10/2014</b>	<b>..... Review budget with Facility Manager</b>
<b>Nov-2014</b>	<b>Present Capital Budget to BOS &amp; BOF</b>
<b>11/10/2014</b>	<b>..... Superintendent budget update to Finance Subcommittee</b>
<b>11/19/2014</b>	<b>..... Superintendent Reviews budget with Administrators</b>
<b>11/21/2014</b>	<b>..... Compile budget based on Superintendent revisions</b>
<b>12/15/2014</b>	<b>..... Budget submission to BOE</b>
<b>Jan-2015</b>	<b>..... BOE votes on budget (Special meeting if necessary)</b>
<b>Jan-2015</b>	<b>..... Budget submitted to Town</b>
<b>Feb-2015</b>	<b>..... Present to BOS &amp; BOF</b>
<b>Apr-2015</b>	<b>..... Public Hearing</b>
<b>May-2015</b>	<b>..... Final BOE budget approved at Town Meeting</b>
<b>May-2015</b>	<b>..... Final budget approved by Board of Education</b>
<b>Jun-2015</b>	<b>..... Communicate approved budget to Administrators</b>

**DRAFT - FOR PLANNING PURPOSES**