

<b>FY23 Granby Public Schools Budget Timeline</b>		<b>Operating Budget Deadline</b>
10-year Small Cap forms to Administrators	Anna	September 30, 2021
Site Operating Budget data package to Administrators	Anna	September 30, 2021
Enrollment Data for Base Budget	Linda	October 1, 2021
Principal and Assistant Superintendent review new programs/courses/texts	Building Principal/ Jennifer	October 8, 2021
<b>Submit information for Base Budget</b> <ul style="list-style-type: none"> <li>➤ Salaries – Existing Personnel (Liz)</li> <li>➤ Utilities (Anna)</li> <li>➤ Building Maintenance Contracts (Shannon)</li> <li>➤ Transportation (Anna)</li> <li>➤ Health Benefits (Mel)</li> <li>➤ Special Education (Angela)</li> <li>➤ Retirees (Liz)</li> <li>➤ Technology (Jon)</li> <li>➤ Tuition &amp; Choice Projections (Anna)</li> </ul>	Central Services	October 15, 2021 October 15, 2021 October 15, 2021 October 15, 2021 October 15, 2021 October 15, 2021 October 15, 2021 October 15, 2021 October 15, 2021
<b>Submit Small Capital, New Program (+1) and Large Capital Requests</b>	<b>Administrators</b>	<b>October 15, 2021</b>
New Curriculum Programs/Texts to Curriculum Subcommittee	Jennifer	November 3, 2021
Health Meeting with Town and Gallagher	Anna/Jordan/BOE	Mid-November
<b>Site Budgets to Jordan &amp; Business Manager</b>	<b>Administrators</b>	<b>October 30, 2021</b>
Begin budget review with individual administrators	All	November 2, 2021
Complete budget review with individual administrators	All	November 17, 2021
Review 1 <sup>st</sup> draft FY23 Operating and Small Cap Plan	Jordan/Anna	November 19, 2021
Review Plus One Budget @ AdCouncil: Requests vs. Resources	Jordan/Anna	November 19, 2021
Review 1 <sup>st</sup> draft of Plus One w/administrators re: priorities	All	December 7, 2021
Review final Plus One w/administrators re: priorities	All	December 21, 2021
Present FY23 Plus One including Small Cap to BOE	Jordan/Anna	January 5, 2022
Budget Book Pages Due	Angela/Jenn/Jon	January 7, 2022
Board Approval of FY23 Plus One		January 19, 2022
Plus One to the Town of Granby (Three-Board Meeting)	Jordan	January 18, 2022
Complete Budget Book	Jordan/Anna /Linda	February 19, 2022
Final Budget Book Produced and Reviewed at AdCouncil	Jordan/Anna/Linda	25-Feb-22
BOF Finalizes Guidelines		February 28, 2022
<b>Present Operating Budget to BOE</b>	<b>Jordan/Anna</b>	<b>March 2, 2022</b>
<b>Budget Workshops (as-needed--please save dates)</b>		<b>March 9 &amp; 23, 2022</b>
<b>Budget Approval at BOE Meeting</b>		<b>March 16, 2022</b>
<b>BOF Meeting</b>		<b>March 28, 2022</b>
Budget Book to Town	Jordan/Anna/Linda	March 28, 2022
Town of Granby Budget Public Hearing	All	April 11, 2022
Referendum		April 25, 2022

**Administrators should plan to attend the March 2 (BOE Meeting), March 9 (BOE Budget Workshop), March 16 (BOE Meeting for Budget Approval), March 23 (Budget Workshop (if necessary)), and March 28 (BOF Meeting).**