



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

SUBJECT: Fiscal Year 2019 Budget Authority and Proposed Budget Calendar

DATE: December 19, 2017

Budget Authority

The Board of Education designates a person to prepare the tentative budget for Fiscal Year 2019.

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, 2018 and ending June 30, 2019; 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 26, 2018: Board Meeting: present the tentative FY2018/2019 Budget for Board discussion
- July 10, 2018: BOE Meeting: Board approves the tentative budget for public display
- July 24, 2018: place the budget on public display
- September 11, 2018: BOE Meeting to conduct public hearing
- September 25, 2018: BOE Meeting to adopt the budget

Based on the information above, authorizing the Superintendent of Schools to commence preparation of the 2018-2019 annual budget should occur in January 2018. This item will be presented to the Board for formal approval at its January 9, 2018 meeting.