

COSSA Annual Budget Preparation Calendar

November
Audit Report

December
Facility Projects Planned for Next Year
Budget "Trends" Presentation

January
Academy Calendar - First Reading
Classified Schedule - First Reading
Employee Benefits - First Reading
Appointment of Clerk of the Board
Board Meeting Schedule
Location of Posting of Board Meeting Agendas
Approval of the Bank
Approval of the Newspaper for Notifications

February
COSSA Academy Calendar - Second Reading
Classified Salary Schedule - Second Reading

March
Superintendent's Budget Letter – Draft
Budget Letter includes: Classified Pay, Employee Benefits, Sub Pay
CTE Budget Proposal - Draft
Academy Budget Proposal - Draft
Special Ed Budget Proposal - Draft

Send to Districts for Comparison: Academy Calendar, Classified Schedule

April
Supts Budget Letter – Draft 2
CTE Budget Proposal - Draft 2
Academy Budget Proposal - Draft 2
Special Ed Budget Proposal - Draft 2

May

June
Budget Hearing
Academy Budget - Final
CTE Budget - Final
Special Ed Budget - Final

July
Approve budget hearing minutes

August