

FY25 Granby Public Schools Budget Timeline		Operating Budget Deadline
Site Operating Budget data package to Administrators	Anna	September 15, 2023
10-year Small Cap forms to Administrators	Anna	October 6, 2023
Enrollment Data for Base Budget	Linda	October 2, 2023
Principal and Assistant Superintendent review new programs/courses/texts	Building Principal/ Jennifer	October 6, 2023
Submit information for Base Budget <ul style="list-style-type: none"> ➤ Salaries – Existing Personnel ➤ Transportation ➤ Health Benefits ➤ Utilities ➤ Building Maintenance Contracts ➤ Retirees - Ongoing ➤ Technology ➤ Tuition & Choice Projections for Q&D (Use October PSIS Data) ➤ Special Education (Use October SOA for basis) 	Central Office	October 13, 2023 October 13, 2023 October 13, 2023 October 30, 2023 October 30, 2023 October 30, 2023 October 30, 2023 October 30, 2023 October 30, 2023 November 6, 2023
Submit Small Capital, New Program (+1) and Large Capital Requests	Administrators	October 13, 2023
New Curriculum Programs/Texts to Curriculum Subcommittee	Jennifer	November 1, 2023
Health Meeting with Town and Benefits Provider	Anna/Cheri/BOE	Mid-November
Site Budgets to Cheri & Business Manager	Administrators	October 30, 2023
Begin budget review with individual administrators	All	November 1, 2023
Complete budget review with individual administrators	All	November 15, 2023
Review 1 st draft FY25 Operating and Small Cap Plan	Cheri/Anna	November 20, 2023
Review Plus One Budget @ AdCouncil: Requests vs. Resources	Cheri/Anna	November 27, 2023
Review 1 st draft of Plus One w/administrators re: priorities	All	December 11, 2023
Present FY25 Plus One including Small Cap to BOE	Cheri/Anna	December 20, 2023
Board Approval of FY25 Plus One		January 3, 2024
Plus One to the Town of Granby (Three-Board Meeting)	Cheri	January 16, 2024
Budget Book Pages Due	Angela/Jenn/Jon	February 5, 2024
Complete Budget Book	Cheri/Anna/Linda	February 16, 2024
Final Budget Book Produced and Reviewed at AdCouncil	Cheri/Anna/Linda	February 26, 2024
BOF Finalizes Guidelines		February 26, 2024
Present Operating Budget to BOE	Cheri/Anna	March 6, 2024
Budget Workshops (as-needed--please save dates)		March 13 & 27, 2024
Budget Approval at BOE Meeting		March 20, 2024
BOF Meeting		March 25, 2024
Budget Book to Town	Cheri/Anna/Linda	March 28, 2024
Town of Granby Budget Public Hearing	All	April 8, 2024
Referendum		April 22, 2024

Administrators should plan to attend the December 20, 2023 BOE Meeting (Plus One Budget presentation) and the March 6, 2024 BOE Meeting (FY25 Administrative Budget presentation).