

**LIBERTYVILLE ELEMENTARY SCHOOLS**

District No. 70  
Libertyville, Illinois

**OCTOBER 23, 2017**

**BOARD REPORT NO. 7.5**

**APPROVAL OF BUDGET CALENDAR FOR 2018-2019 FISCAL YEAR**

The annual school district budget, being one place where all of the varied programs and activities of our school district are reviewed together, is a key mechanism for allocation of resources.

The budget gives visible form to the philosophy of school officials and the School Board. Budget planning in School District 70 is a continuous year-round activity.

The administration recommends that the Board of Education approve the following Tentative Budget Calendar in order to help establish target dates for the administration and staff as they develop the 2018-2019 Annual School District Budget.

**FY2018: Proposed Budget Calendar**

|                  |   |
|------------------|---|
| October 23, 2017 | Board directs Superintendent to prepare a tentative budget and establish a fiscal year.   |
| January 2018     | Building Principals and Program Directors will be instructed to prepare a budget for presentation to the Business Office.                   |
| March 2018       | Budget and capital outlay planning materials due from Building Principals and Program Directors to the Business Office.                     |
| April 2018       | Tentative Budget presented to Board of Education for review in Finance Committee Meeting.   |
| May 2018         | Tentative Budget approved by the Board of Education in final form. Publish Budget Notice in local paper and begin 30 day inspection period. |

June/July/August/  
September 2018

Public Hearing on FY2019 Annual  
Budget immediately precedes regular Board  
of Education meeting. Adoption of FY2019  
Budget at regular Board of Education  
meeting.

**VOICE VOTE**

**Possible Motion: I move that the Board of Education approve the proposed Budget  
Calendar for Fiscal Year 2018-2019.**