

Caroline County Public Schools FY 2018 Budget Development Calendar

(Revised 11-02-2016)

(Yellow= CIP CIP due to the County Planning Department by Monday, November 14, 2016)

- September-November, 2016.....Staff compensation study and salary scales analysis
- October-December, 2016Budget work sessions with various groups to gather community and employee feedback
- October/November, 2016.....Departments/Schools prepare budgets
- Monday, October 10, 2016.....CIP Project updates presented to the School Board
- Tuesday, October 11, 2016Admin Meeting -set focus for FY 2018 budget and distribute budget preparation materials
- Monday, November 14, 2016School Board approves budget development calendar
- Monday, November 14, 2016School Board Presentation of Compensation Study
- Monday, November 14, 2016.....School Board approves CIP plan
- Tuesday, November 15, 2016.....CIP budget submitted to the County
- Thursday, November 17, 2016.....Public Budget Forum 6:30 pm, Lewis and Clark Elementary multi-purpose room
- Friday, November 18, 2016.....Budget Requests from Departments/Schools due to Finance Office
- Thursday, December 8, 2016.....Public Budget Forum 6:30 pm, Caroline Middle School auditorium
- Monday, December 12, 2016.....Budget work session
- Monday, January 9, 2017.....School Board finalizes compensation and budget priorities
- Monday, January 9, 2017.....School Board budget updates based on the Governor's proposed budget
- Monday, January 23, 2017.....School Board budget workshop – Caroline Middle School at 4:30 p.m.
- Monday, January 23, 2017.....Public Hearing on the budget - Caroline Middle School at 6:00 p.m.
- Monday, February 13, 2017.....School Board considerations and approval of budget
- Tuesday, February 14, 2017.....School budget submitted to County Administrator
- Tuesday, February 14, 2017.....School Board presents FY 2016 school budget to County Board of Supervisors
- March, 2017 (TBD).....School Board budget workshop with County Board of Supervisors
- Monday, April 3, 2017..... April School Board meeting (Proposed change in traditional date)
- Monday, April 24, 2017..School Board workshop- to discuss County’s approved budget
- Monday, May 8, 2017.....Updated budget presented to School Board for approval (if necessary)
- Tuesday, May 9, 2017.....Request to Board of Supervisors for appropriation of funds

Note: Budget work sessions will be added as needed.

Key Dates on the County’s calendar:

- Monday, November 14, 2016 CIP is due to the County Planning Department
- Tuesday, February 14, 2017 School Budget Presentation to Board of Supervisors
- Wednesday, Feb 15 to Tues., Mar 15 Board of Supervisors Budget Work Sessions- dates to be determined
- Tuesday, March 14, 2017 County Administrator’s Proposed Budget Submitted to Board of Supervisors
- Tuesday, March 28, 2017 County Public Hearing (Including CIP)
- Tuesday, April 11, 2017 Adopt FY2016-2017 County Budget and Property Tax Rates