

Caroline County Public Schools FY 2017 Budget Development Calendar

(Yellow= CIP due to the County Planning Department by Monday, November 16, 2015)

September-November, 2015.....Staff compensation study and salary scales analysis
October-December, 2015Budget work sessions with different groups to gather community and employee feedback
October/November, 2015.....Departments/Schools prepare budget
Monday, October 12, 2015.....CIP Project updates presented to the School Board
Monday, October 12, 2015.....School Board approves budget development process
Tuesday, October 27, 2015.....Admin Meeting -set focus for FY 2017 budget and distribute budget preparation materials
Friday, October 30, 2015..... Budget Requests from Departments/Schools due to Finance Office
Thursday, November 5, 2015.....Public Budget Forum 6:30 pm, location TBD
Monday, November 9, 2015.....School Board Presentation of Compensation Study
Monday, November 9, 2015.....School Board approves CIP plan
Tuesday, November 10, 2015.....CIP budget submitted to the County
Tuesday, November 10, 2015.....Public Budget Forum 6:30 pm, location TBD
Monday, November 16, 2015.....Budget work sessions – prioritization of compensation
Monday, December 14, 2015.....Budget priorities presented to the School Board
Monday, January 11, 2016.....School Board finalizes compensation and budget priorities
Monday, January 11, 2016.....School Board budget updates based on the Governor's proposed budget
Monday, January 25, 2016.....School Board budget workshop – Caroline Middle School at 5:00 p.m.
Monday, January 25, 2016.....Public Hearing on the budget - Caroline Middle School at 6:30 p.m.
Monday, February 8, 2016.....School Board considerations and approval of budget
Tuesday, February 9, 2016.....School budget submitted to County Administrator
Tuesday, February 9, 2016.....School Board presents FY 2016 school budget to County Board of Supervisors
March, 2016 **(TBD)**.....School Board budget workshop with County Board of Supervisors
Monday, April 18, 2016School Board workshop- to discuss County's approved budget
Monday, May 9, 2016.....Updated budget presented to School Board for approval (if necessary)
Tuesday, May 10, 2016.....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 16, 2015	CIP is due to the County Planning Department
Tuesday, February 9, 2016	School Budget Presentation to Board of Supervisors
Tues., Feb 16 to Tues., March 15	Board of Supervisors Budget Work Sessions- dates to be determined
Tuesday, March 8, 2016	County Administrator's Proposed Budget Submitted to Board of Supervisors
Tuesday, March 22, 2016	County Public Hearing (Including CIP)
Tuesday, April 12, 2016	Adopt FY2016-2017 County Budget and Property Tax Rates