

Andover Public Schools
FY 13 Operating Budget Planning Calendar for the Fiscal Year Ending June 30, 2013
NB - Dates subject to change

2011	Actions
September 9	Submit FY 13 CIP Requests to Town Manager
October 6	School Committee reviews FY 13 Budget Guidelines, Process, and Calendar
October 11-12	Staff review FY 13 CIP Requests
October 13	Tri-Board Meeting to review FY 13 budget assumptions
October 19	Supt/Asst Supt "Budget Kickoff" Meeting with Principals, Assistant Principals & District Office Staff
October 20	School Committee votes FY 13 Budget Guidelines, Process, and Calendar
November 4	Principals' Budgets due to Assistant Superintendent- Finance and Superintendent
November 8,9, & 17	Superintendent & Assistant Superintendents meet w/individual LT members to review budget requests
December 5	Tri-Board Meeting - FY 13 CIP and FY 13 Financial Projections
December 16	Submit FY 13 Operating Budget Request to Town Manager Submit Town/School Sponsored warrant articles to Town Manager
2012	Actions
December – January	Superintendent & Assistant Superintendent-Finance develop FY 13 budget
January TBD	FY 13 Budget Workshops with LT to review and finalize preliminary budget
January or February - TBD	Superintendent presents FY 13 Preliminary Budget to School Committee
February 3	Town Manager's Recommended Budget Released
February – March - TBD	SC Budget Workshops
March 1	Public Hearing: FY 13 Budget
March 14	Tri-Board Meeting to review FY 13 APS Budget
March 29	School Committee votes FY 13 Budget Final Budget votes due to Fin Com for Town Meeting Report
April 30 & May 1	Andover Annual Town Meeting
July 1	Start FY 13 Budget