

# Norwood Public Schools

## FY25 Budget Timeline

<b>Date</b>	<b>Meeting/Event</b>	<b>Purpose</b>
9/27	School Committee Meeting	Review Budget Timeline
11/29	Admin Meeting	Review FY25 Process
12/07	Budget Forms to Staff- Google drive	Gather Staff Input
12/07 through 1/11	Budget Meetings Between Stakeholders and Director of Finance and Operations	One to one or group sessions where Director of Finance and Operations works collaboratively with budget stakeholders to train on forms, work through the timeline, and answer questions (as needed, in person or remote)
12/21	Budget due from staff to Principals	Principals to review for approval
1/3	Admin/Principal's Meeting	Review Enrollment/staffing for FY23
ongoing	Review contractual obligations/expenditure history	Gather info for budget lines
January– April	Budget Balancing Committee meetings TBD	
1/11	Budget due from Principals/Directors to Superintendent/Director of Finance	Develop school budget lines
1/12 -1/19	Individual Meetings with Principals/Directors to review Budget Requests	Develop school budget lines and improve understanding of budget
1/20-2/09	Director of Finance compiles preliminary Budget	
1/22	Budget Workshop 4-6pm - all invited	Deeper Dive into Building a Budget with discussions on various topics including Roles & Responsibilities, Finance Law, Funding Sources, Indirect Expenses, Override Pledge, Chapter 70 Aide, Net School Spending, etc.
2/14	School Committee	Budget Version A presented to School Committee
2/28 6-8pm	School Committee Budget Workshop	Review Budget and question & answer session for SC members
3/6	School Committee	Budget Updates and Revisions
3/7	Finance Committee Meeting	
3/20	School Committee	Budget Updates and Revisions
3/27	Budget Public Hearing & School Committee Meeting joint Meeting with Finance Committee	Approval of Budget
4/16	Budget to Printers	
5/13	Annual Town Meeting	