



Colchester School District

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MEMO

To: School Board Directors
From: George A. Trieb, Jr.
Subject: FY'24 Budget Timeline
Date: November 9, 2022

Attached is the proposed budget development timeline for FY'24. Similar to last year, it should provide us with ample time to: (1) review and discuss all expenditure and revenue items internally, (2) prepare the expenditures baseline budget, (3) thoroughly discuss the baseline budget with the school board, employees and community, (4) prepare and discuss the superintendent's budget, and, (5) finalize a budget for the school board's approval and timely warning.

All of the dates noted fall on the scheduled school board meeting nights.

Please review and provide me with any feedback that you might have.

Thanks.

Amy Minor
Superintendent
of Schools

George Trieb
Business & Operations
Manager

Carrie Lutz
Director of Student
Support Services

Jean Shea
Director of Instructional
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction

Board Meeting Dates	Budget Topic	Specific Budget Items
11/15/22	Expenditures/Strategy	<ul style="list-style-type: none"> ● Review budget and communications timeline/process – general budget discussion ● Review Budget Assumptions ● General budget discussion – prioritize key budget items (strategy driven process) ● Review Funding Mechanism and Tax Components
12/6/22 12/20/22**	Expenditures Expenditures	<ul style="list-style-type: none"> ● Enrollment history, Class Size and projections ● Principal Recommendations ● Grant/Medicaid funded programs and personnel ● Continue to review & discuss expenditures ● Review and discuss baseline expenditure budget ● Building Operational Budgets- PPS, UMS, MBS, CMS, CHS ● Discuss new/discontinued programs – Impact
1/3/23 1/17/23	Revenue General	<ul style="list-style-type: none"> ● Present Superintendent’s recommended budget ● Discuss all potential sources of revenue – local, state, federal and SPED ● Discuss the proposed Superintendent’s recommended budget impact on the education tax ● School Board approves budget and warning
2/7/23** 2/21/23	Budget Discussions	<ul style="list-style-type: none"> ● Discuss and promote budget ● Film LCATV budget promotional video (if ready) ● Discuss and promote budget ● Film LCATV budget promotional video (if ready)
3/6/23 3/7/23	Town Meeting Meeting/Vote	<ul style="list-style-type: none"> ● Town Meeting/School Report Night ● Obtain approval for school budget