

Andover Public Schools
FY 17 Operating Budget Planning Calendar for the Fiscal Year Ending June 30, 2017
NB - Dates subject to change

2015	Actions
June - August	Begin work on FY 17-FY 20 CIP Requests. Asst. Super. Meets with principals
September 11	APS CIP Due to Budget & Finance
October 6 11:30 am	Review of CIP Requests with Town Manager- Schools Tech & Textbooks-Super and Assistant-Library
October 7	Review of CIP Requests with Town Manager- Schools Maintenance-Super and Assistant-Library
October 8	SC Business Meeting-Review draft assumptions and calendar
October 21	Tri-Board Meeting: Fy17 Budget Planning & Schedule
October 29	FY 17 CIP Presentation and Public Hearing-Town Mgr. & BOS
October 30	TM Releases Recommended FY 17 CIP
November 3	TM Issues FY 17 Operating Budget Request Form & Instructions
November 10: 9:30 am	Supt/Asst. Supt "Budget Kickoff" Meeting with SAT-
November 5: 7 pm	SC Business Meeting
November 13	L S Budget Estimate Due to be Released by Assistant Superintendent
November 16 - 20	Superintendent & Assistant Superintendents meet w/individual LT members to review school budget requests
November 19: 8:30 am	SC Workshop
December 3: 7 pm	SC Business Meeting
December 9	Tri-Board Meeting to review CIP & FY 17 Financial projections
December 11	Town/School sponsored Warrant Articles submitted to Town Manager
December 17: 8:30 am	SC Workshop
December 31	FY17 TM requested budget submission date
2016	Actions
January 7	SC Business Meeting-Facilities Assessment
January 19	SC Workshop if needed
January 20	SC Workshop if needed
January 21	SC Workshop Re: FY 2017 Budget
January 22	SC FY 17 Budget Submitted to TM
January 29	Town Meeting Warrant Closes
February 4	SC Business Meeting
February 5	Town Manager's Recommended Budget Released
February 25	SC Workshop
March 3	SC Business Meeting-FY17 APS Prelim Budget Presentation & FY17 CIP Warrant Art Review
March 9	School FY17 Operating Budget Presentation to Tri-Board
March 17	APS Public Hearing: FY 17 Budget Vote-FY17 Warrant Articles
March 22	Annual Town Election

March 30	Final Votes and Chair Letters to the FinCom
Wk of April 11	Schedule SC Workshops as needed
April 7	SC Business Meeting
April 11	Town Meeting Prep – Speaking assignments, coordination, etc.
April 25	Town Meeting Prep – Speaking assignments, coordination, etc.
April 28	Moderator’s Prep Meeting
April 28	SC Business Meeting
May 2- Then 3 & 9	First night of the 2016 Annual Town Meeting
May 12	SC Business Meeting
May 26	SC Workshop if needed
June 9	SC Business Meeting
June 23	SC Business Meeting
July 1	FY 17 Budget implementation