

Andover Public Schools
FY 18 Operating Budget Planning Calendar for the Fiscal Year Ending June 30, 2018
NB - Dates subject to change

2016	Actions
June - September	Begin work on FY 18-FY 22 CIP Requests. Asst. Super. Meets with principals
September 2	APS CIP Due to Budget & Finance Director
September 22	SC Workshop-Review CIP requests
October 5	Review of CIP Requests with Town Manager- Schools -Super and Assistant-Library
October 6	Review of CIP Requests with Town Manager- Schools--Super and Assistant-Library
October 6	SC Business Meeting-Review draft assumptions and calendar
October 19	Tri-Board Meeting: FY18 Budget Planning & Schedule
October 28	FY 18 CIP Presentation and Public Hearing-Town Mgr. & BOS
October 28	TM Releases Recommended FY 18 CIP
November 4	TM Issues FY 18 Operating Budget Request Form & Instructions
November 10: 7 pm	SC Business Meeting
November 14	L S Budget Estimate Due to be Released by Assistant Superintendent
November 15: 9:30 am	Supt/Asst. Supt "Budget Kickoff" Meeting with SAT-
November 16 - 22	Superintendent & Assistant Superintendents meet w/individual LT members to review school budget requests
November 17	SC Business Meeting
December 6: 9:30 am	SAT-Budget discussion
December 7	Tri-Board Meeting to review CIP & FY 18 Financial projections
December 8: 7 pm	SC Business Meeting- SOI decision
December 9	Town/School sponsored Warrant Articles submitted to Town Manager
December 30	FY18 TM requested budget submission date
2017	Actions
January 10: 9:30 am	SAT
January 12	SC Workshop if needed
January 20	SC FY 18 Budget Submitted to TM
January 24: 9:30 am	SAT Budget Workshop if needed
January 26	SC Workshop Re: FY 2018 Budget
January 27	Town Meeting Warrant Closes
February 3	Town Manager's Recommended Budget Released
February 7	SAT
February 9	SC Business Meeting
February 28	SAT
March 8	School FY18 Operating Budget Presentation to Tri-Board
March 9	SC Business Meeting-FY18 APS Prelim Budget Presentation & FY18 CIP Warrant Art Review
March 14	SAT

2017	Actions
March 16	APS Public Hearing: FY 18 Budget Vote-FY18 Warrant Articles
March 21	Annual Town Election
March 28	SAT
March 29	Final Votes and Chair Letters to the FinCom
March 30	SC Workshop
Week of April 10	Schedule SC Workshops as needed
April 10	Town Meeting Prep – Speaking assignments, coordination, etc.
April 11	SAT
April 13	SC Business Meeting
April 24	Town Meeting Prep – Speaking assignments, coordination, etc.
April 25	SAT
April 27	SC Business Meeting
April 27	Moderator’s Prep Meeting
May 1- Then 2 & 8	First night of the 2017 Annual Town Meeting-Best guess
May 9	SAT
May 11	SC Business Meeting
May 23	SAT
May 25	SC Business Meeting
June 6	SAT
June 8	SC Business Meeting
June 20	SAT
June 22	SC Business Meeting
July 1	FY 18 Budget implementation