

**SOMERSET COUNTY PUBLIC SCHOOLS
FY 2013-2014 Budget Preparation Schedule – DRAFT REVISED**

November 29 th	Initiate Budget Discussion with Principals at Leadership Academy meeting	J.M. Tawes
December 3rd	Release and Distribute Budget Templates to Central Office and Site Leadership Staff	J.M. Tawes
December 18 th	Review of Status of Resources – Central Office and Site Leadership Staff (Cabinet Meeting Discussion)	J.M. Tawes
January 2 nd	Cabinet Members Budget Work Session	J.M. Tawes
January 7 th - 10 th	Principal Conferences – Site Priorities	J.M. Tawes
January 14 th – 18 th	Central Office & Supervisor Conferences	J.M. Tawes
January 15 th	Cabinet Members Meeting and Board Work Session Budget Priorities Discussion	J.M. Tawes
March 4th	Discussion with Board on Revenues & Priorities	J.M. Tawes
March 12th	Budget Update with Commissioners and receive input Discussion about Revenues, MOE, Capital and Non-Recurring Funds	County Offices @ 2:30 pm
March 19th (tentative)	Proposed Budget Presentation to Board and Public	Deal Island Elem School
March 26 (tentative)	Proposed Budget Presentation to County Officials	County Offices @ 2:30 pm
March 31	Capital and Non-Recurring Cost Deadline	
April 16th	Public Hearing on Superintendent Proposed Budget	Somerset Intermediate School
May 14th (tentative) Confirm w/Gene Adkins	Public Hearing for Entire County Budget	County Offices
May 21st	Board Approval of Budget	J.M. Tawes
June 4th (tentative) Confirm w/Gene Adkins	Adoption of Budget by County	County Offices

Items in **bold print** are potential dates subject to change.

Items in **blue bold print** are public meetings that need to be advertised and subject to change.