

2020-2021 Budget Calendar

Evansville Community School District

	v	Task	Responsibility
November 2019		<ul style="list-style-type: none"> Create Budget Calendar for 2020-2021 School Year 	Business Manager
December 2019		<ul style="list-style-type: none"> Administrative Team Budget Retreat – December 6th Survey Sent to staff to gather budget input from staff Approve administrative contracts 	Business Manager District Administrator Principals Board of Education
January 2020		<ul style="list-style-type: none"> BOE Budget Retreat – January 25th Staff compensation recommendations to Board 	Business Manager District Administrator
February 2020		<ul style="list-style-type: none"> Staffing recommendation to Board 	District Administrator
March 2020		<ul style="list-style-type: none"> Zero-based budget process begins at building level Zero-based budget process begins for Director budgets Approve staffing recommendations 	Principals Directors Business Manager District Administrator Board of Education
April 2020		<ul style="list-style-type: none"> Insurance Committee recommendation to Board Approve health insurance rates (committee) Building and Director budget presentations to JR, JM <p>*Written notice of teacher layoff/non-renewal due by April 15</p>	Board of Education Principals, Directors
May 2020		<ul style="list-style-type: none"> Review of open enrollment data <p>*Written notice of teacher contract renewal due on or before May 15</p>	District Administrator
June 2020		<ul style="list-style-type: none"> First draft of 2020-2021 budget presented to BOE 	Business Manager
July 2020		<ul style="list-style-type: none"> Receive 2020-2021 general aid estimate from DPI 	Business Manager
August 2020		<ul style="list-style-type: none"> Updated draft of 2020-2021 budget presented to BOE 	Business Manager
September 2020		<ul style="list-style-type: none"> Third Friday pupil count due Annual Meeting and Budget Hearing 	Data Specialist Business Manager
October 2020		<ul style="list-style-type: none"> State aid and equalized property values are finalized Finalize 2020-2021 budget for approval Tax levy is certified 	Community Board of Education Business Manager

*Wis. Stats. 118.22