

FISCAL YEAR Budget Calendar

OCTOBER

Budget requests and narratives from budget managers due.

Initiate per pupil staffing budgets and baseline cost of doing business estimates prepared; September 30th enrollment data is used.

NOVEMBER

The County Executive advises the president of the Board and Superintendent of Schools of budget constraints for the year and any due to economic realities.

After review by the Superintendent, the Budget Office prepares the Superintendent's recommended FY operating budget.

DECEMBER

Superintendent's recommended FY budget is presented to the Board of Education.

Preliminary state funding estimates for FY will be made available by Maryland State Department of Legislative Services.

JANUARY

The Board of Education accepts public comment on the budget and reviews the Superintendent's recommended budget.

Board proposed budget is approved.

FEBRUARY- MARCH

Board of Education presents proposed budget to the County Executive.
Meet with County Executive to receive the proposed local funding level.

APRIL

Board revised budget is presented to the County Council.

MAY

County Council approval of final funding and adoption of Appropriations Bill.

JUNE

Budget Office reviews and prepares funding alternatives for the Superintendent and the Board.

The Board of Education approves a balanced budget.

SEPTEMBER

Receive FY budget approval certification from the County Executive.
Final budget hearing and approval certification by County Council.

Each year, a budget calendar is prepared and presented to the senior staff and budget managers as a suggested schedule to follow in order to produce the final budget document. The calendar is driven by the Board review, County Government review, County Council review, and state and local funding and reporting requirements.