

**NORTHFIELD PUBLIC SCHOOLS
FY2012 BUDGET DEVELOPMENT CALENDAR**

DATE	ACTIVITY
November 22	Auditors present results of FY 2010 audit. Present School Board with the proposed budget calendar for FY 2011-12.
December 13	School Board adopts the budget calendar for FY 2012 budget development.
January 3 - 17	Finance Advisory Committee reviews the forecast for FY 2012 budget development and formulates recommendation to School Board.
January 24	School Board reviews and approves forecast, finance committee's recommendation and revised FY 2011 Budgets for all funds.
February 14	School Board adopts resolution requiring the administration to make recommendations for additions and reductions in programs and adding or discontinuing positions.
January 24 - Feb 28	Budget teams recommend budget reductions using the program-based budget reduction process.
March 14	Superintendent's program and budget recommendations for General Fund are presented to the School Board.
March 15 – April 1	Public Hearing for proposed budget reductions
April 4	School Board approves proposed FY 2012 General Fund budget at a Special School Board Meeting
April 11 or April 25	School Board adopts the necessary resolutions relating to program and staffing changes for FY 2012.
April 11 or April 25	School Board adopts individual resolutions of proposed unrequested leave placement of tenured licensed staff.
Week of May 2 or 16	Hearings are held, if needed, for teachers proposed for placement on unrequested leave of absence
May 9 or 23	School Board adopts individual resolutions of termination and non-renewal of probationary licensed staff.
May 9 or 23	Board adopts individual resolutions of placement of tenured staff on unrequested leave of absence.
May 23	School Board adopts the FY2012 Preliminary Budgets for all Funds.