

Millis Public Schools

FY 2021 BUDGET CALENDAR

December	Superintendent solicits, receives and conducts preliminary review with Administrators of: staffing, non-staffing expenses, capital needs, furnishings and equipment, and technology requests.
January	<p>Superintendent and Business Manager analyze budget and determine fixed costs.</p> <p>Administrative Team and Superintendent prioritize educational and capital needs for warrants.</p> <p>FY21 Governor's budget presented. School Committee reviews FY21 draft.</p>
February	Superintendent and Business Manager finalize the warrants and draft of the FY21 budget. School Committee working sessions to discuss.
March-April	<p>Adjustments made based on information available.</p> <p>Superintendent presents the draft FY21 budget recommendation and warrants to the Millis School Committee.</p> <p>School Committee conducts Public Hearing on the Proposed FY21 draft budget.</p> <p>Budget and Warrants presented to Finance Committee by Superintendent and School Committee.</p> <p>School Committee vote of FY21 draft proposed budget.</p>
March – May	Continue to monitor state and local funding sources. Make adjustments needed to present a balanced budget at Town Meeting. Budget presented to staff.
May -June	School Committee approves final FY21 budget amount if it has changed. Attend Town Meeting to present budget.