

Westwood Public Schools
FY'24 Budget Calendar

 **Deliverable**
 **Presentation**

Thur, Oct. 13	Initial School Committee discussion about capital and budget priorities
Tues, Oct. 18	Budget forms available to Cost Center leaders and shared with Admin Council
Mon, Oct. 31	K-12 Directors and Department Heads share draft budget requests with Principals, Assistant Superintendent, Director of Student Services, and Director of Technology; also copy the Director of Business and Finance
Tues, Nov 1	Initial Admin Council discussion about budget priorities
Tues, Nov 1 - Thur, Nov. 10	Superintendent and Director of Business and Finance meet with Principals and Central Office
Thur, Nov. 10	Cost Center leaders submit final budget request forms to Superintendent and Director of Business and Finance
Mon, Nov 14	Central office reviews budget submittals
Tues, Nov 15	Admin Council discussion about budget requests and priorities (meeting extended to accommodate)
Tues, Dec. 6	Admin Council to finalize budget proposal
Thurs, Dec. 8	School Committee, continued budget discussions, follow-up discussions on capital (as needed)
Fri, Jan. 13	Proposed FY'24 budget delivered to School Committee members (budget book)
Thurs, Jan 19	Superintendent's recommended FY'24 budget presented to School Committee
Thurs, Jan 26	Superintendent's recommended FY'24 budget presented to School Committee (as needed)
Tues, Feb 7	School Department Budget Presentation to Fincom
Thurs, Feb 9	School Committee FY'24 Budget Hearing
Mon, Feb 13 - Fri, Feb 24	School Department meets with FinCom Education Subcommittee
Tues, March 14	Fincom Subcommittee Presentation
Mon, Feb 27 - Fri, Mar 24	Annual Town Meeting 2023 warrant book - appendices submitted to Town
Mon, May 1	Annual Town Meeting