



# COBB COUNTY SCHOOL DISTRICT

## FY2014 BUDGET DEVELOPMENT CALENDAR

Blue shading indicates request for Board participation.			
<u>Date</u>	<u>Responsibility</u>	<u>Event</u>	
Nov. 2012 - Feb. 2013	Deputy Superintendent Leadership & Learning	Prepare FY2014 Personnel Allotments for each school and determine student/teacher ratio requirements and needs	
Dec. 2012 - Feb. 2013	Budget Director	Prepare FY2014 Budget Development Procedures/Reports (Personnel Formula Allotments, Salary & Operating Accounts, Other Funds)	
Jan. 16, 2013	CFO	<u>Present FY2014 Budget &amp; Three Year Forecast</u>	
Feb. 13, 2013	CFO	<u>Provide Budget Update Newsletter to the Board</u> Comparison of metro area per pupil expenditures Board pre-approved expenditure listing FY2014 Budget Calendar	
Feb 15, 2010	Budget Director	Agency Budget Training Sessions with Central Office Departments to discuss FY2014 Budget Procedures Budget Administrator Reports (BAR) will be distributed during this week.	
		<b>Date</b> <b>Place</b>	<b>Time</b>
		February 15 - Board Room - 514 Glover	2:00 PM to 3:00 PM
Feb. 15, 2013 - March 1, 2013	Central Office Staff	<u>Central Office Review of FY2014 Budgets</u> -Central Office Preparation of FY2014 Continuation Budgets	
Feb. 19 & Feb. 22, 2013	Budget Dept Staff	<u>Q&amp;A Sessions for Budget Assistance (First Come First Served Basis)</u> Feb. 19 - Budget Conference Room - 440 Glover - 1:30PM to 4:00 PM Feb. 22 - Budget Conference Room - 440 Glover - 1:30PM to 4:00PM	
March 1, 2013	<b>Central Office</b>	<b>Deadline for Central Office Depts. to return completed continuation reports to the Budget Dept.</b>	
March 13, 2013	CFO	<u>FY2014 Board Budget Work Session - Provide update on FY2014 Budget</u> Legislative Update & current budget information	
March 21, 2013	CFO	<u>Budget Presentation</u>	
		<b>Date</b> <b>Place</b>	<b>Time</b>
		March 21      Board Room	4:00 PM
March 2013 (date and location to be announced)	Budget Director	<u>FY2014 Budget Digest Presentation</u> Tax Digest Update - Cobb County Tax Assessor - Cobb Annual Meeting with Cobb Tax Assessor to update Cobb County Government Entities regarding the development of the tax digest and digest growth	
April 3, 2013	Board Of Education Superintendent CFO	<b>Called Budget Meeting (1:00 PM - 5:00 PM)</b>	
April 17, April 22, & April 25, 2013	Board Of Education Superintendent CFO	<b>Budget Review Committee</b> FY2014 Board Budget Work Sessions (Meetings will be added or deleted as necessary)	
		<b>Date</b> <b>Place</b>	<b>Time</b>
		April 17      Board Room - Review FY2014 Tentative Budget	8:30 AM
		April 22      Board Room - Review FY2014 Tentative Budget	2:00 PM
		April 29      Board Room - Adopt FY2014 Tentative Budget	1:00 PM
April 26 - May 2, 2013	Budget Director	Prepare the FY2014 Popular Budget Report and the Internet Report for presentation to the citizens of Cobb County	
May 2, 2013	Budget Director	Advertise FY2014 Tentative Budget - Place Tentative Popular Report on the web at www.cobbk12.org and distribute memo for public libraries to display for citizens to locate the Popular Report on the District's website.	
May 3, 2013	Budget Director	Advertise Salary Hearings in the newspaper .	
May 14, 2013	Board Of Education Superintendent	<b>Tentative Salary Hearing (6:30 PM - 7:00 PM)</b>  <b>FY2014 Budget Public Forum (7:00 PM - 7:30 PM)</b> Board of Education & Superintendent conducts a public forum for the FY2014 Tentative Budget. Interested parties will present any additional input or comments.	
May 16, 2013	Board Of Education	<b>Tentative Salary Hearing (6:30 PM - 7:00 PM)</b> <b>Legal Adoption of the FY2014 Budget at the regular Board Meeting - (7:00 PM)</b>	
July 3, 2013	Budget Director	Advertise Current Tax Digest and Five Year History of Levy in the newspaper	
July 18, 2013	Board Of Education Superintendent	<b>Set the FY2014 Millage rate in the Board Room at 9:00 AM</b> (a special called meeting is needed to return Millage approval to Cobb County Government for final approval)	