



FY2018 BUDGET DEVELOPMENT CALENDAR

Yellow shading indicates request for Board participation.

| <u>Date</u> | <u>Responsibility</u> | <u>Event</u> | | | | | | | | | |
|--------------------------|--|---|-------------|--------------|-------------|-----------|--|----------------------|----------------|---|--------------------|
| Nov. 2016 - Feb. 2017 | Deputy Superintendent | Prepare FY2018 Personnel Allotments for each school and determine student/teacher ratio requirements and needs. of Leadership | | | | | | | | | |
| Dec. 2016 - Feb. 2017 | Budget Director | Prepare FY2018 Budget Development Procedures/Reports (Personnel Formula Allotments, Salary & Operating Accounts, Other Funds). | | | | | | | | | |
| February 17, 2017 | Budget Director | Budget Administrator Reports (BAR) distributed along with video training sessions for FY2018 Budget development procedures. | | | | | | | | | |
| Feb. 17 - March 10, 2017 | Central Office Staff | Central Office Review of FY2018 Budgets. | | | | | | | | | |
| March 2 - 3, 2017 | Budget Dept. Staff | Q&A Sessions for budget assistance with BAR review (first come first served basis): <table border="1" style="margin-left: 40px;"> <thead> <tr> <th><u>Date</u></th> <th><u>Place</u></th> <th><u>Time</u></th> </tr> </thead> <tbody> <tr> <td>March 2 -</td> <td>440 Glover Street - Budget Conference Room</td> <td>10:00 AM to 12:00 PM</td> </tr> <tr> <td>March 3 -</td> <td>440 Glover Street - Budget Conference Room</td> <td>2:00 PM to 4:00 PM</td> </tr> </tbody> </table> | <u>Date</u> | <u>Place</u> | <u>Time</u> | March 2 - | 440 Glover Street - Budget Conference Room | 10:00 AM to 12:00 PM | March 3 - | 440 Glover Street - Budget Conference Room | 2:00 PM to 4:00 PM |
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| March 2017 | Superintendent Executive Cabinet | <u>Administrative Budget Sessions</u> Specific dates to be decided. | | | | | | | | | |
| March 10, 2017 | Central Office | <u>Deadline for Central Office Departments to return completed reports to the Budget Department</u> | | | | | | | | | |
| March 30, 2017 | Budget Director | <u>FY2018 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 20, 2017 | Board Of Education Superintendent CFO | Board Work Session/Meeting: <table border="1" style="margin-left: 40px;"> <thead> <tr> <th><u>Date</u></th> <th><u>Place</u></th> <th><u>Time</u></th> </tr> </thead> <tbody> <tr> <td>April 20</td> <td>Board Room - Present FY2018 Budget Calendar and Tentative Budget</td> <td>1:00 PM</td> </tr> </tbody> </table> | <u>Date</u> | <u>Place</u> | <u>Time</u> | April 20 | Board Room - Present FY2018 Budget Calendar and Tentative Budget | 1:00 PM | | | |
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| May 10 | Board Room - Adopt FY2018 Tentative Budget | 8:30 AM | | | | | | | | | |
| May 11-12, 2017 | Budget Director | Prepare FY2018 Popular Budget Report and the Internet Report for presentation to the citizens of Cobb County. | | | | | | | | | |
| May 15, 2017 | Budget Director | Advertise FY2018 Tentative Budget in the Marietta Daily Journal Advertise FY2018 Tentative Budget - Place Tentative Popular Report on the web at www.cobbk12.org | | | | | | | | | |
| May 18, 2017 | Board Of Education Superintendent CFO | Board Meeting: <table border="1" style="margin-left: 40px;"> <thead> <tr> <th><u>Date</u></th> <th><u>Place</u></th> <th><u>Time</u></th> </tr> </thead> <tbody> <tr> <td>May 18</td> <td>Board Room - Discuss FY2018 Tentative Budget in Superintendent's Report</td> <td>7:00 PM</td> </tr> </tbody> </table> | <u>Date</u> | <u>Place</u> | <u>Time</u> | May 18 | Board Room - Discuss FY2018 Tentative Budget in Superintendent's Report | 7:00 PM | | | |
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| May 18 | Board Room - Discuss FY2018 Tentative Budget in Superintendent's Report | 7:00 PM | | | | | | | | | |
| June 14, 2017 | Board Of Education Superintendent CFO | Board Work Session: <table border="1" style="margin-left: 40px;"> <thead> <tr> <th><u>Date</u></th> <th><u>Place</u></th> <th><u>Time</u></th> </tr> </thead> <tbody> <tr> <td>June 14</td> <td>Board Room - Budget Public Forum for Interested Parties to Present Any Additional Input or Comments on the FY2018 Tentative Budget</td> <td>8:00 AM - 8:30 AM</td> </tr> <tr> <td>June 14</td> <td>Board Room - Legal Adoption of the FY2018 Budget</td> <td>8:30 AM</td> </tr> </tbody> </table> | <u>Date</u> | <u>Place</u> | <u>Time</u> | June 14 | Board Room - Budget Public Forum for Interested Parties to Present Any Additional Input or Comments on the FY2018 Tentative Budget | 8:00 AM - 8:30 AM | June 14 | Board Room - Legal Adoption of the FY2018 Budget | 8:30 AM |
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| June 14 | Board Room - Legal Adoption of the FY2018 Budget | 8:30 AM | | | | | | | | | |
| July 2, 2017 | Budget Director | Advertise three public hearings for Taxpayer Bill of Rights in the newspaper and on the website at www.cobbk12.org . Advertise Current Tax Digest and Five Year History of Levy in the newspaper. | | | | | | | | | |
| July 10, 2017 | Budget Director | Advertise third public hearing for Taxpayer Bill of Rights in the newspaper. | | | | | | | | | |
| July 11, 2017 | Board Of Education Superintendent CFO | Called Board Meeting: <table border="1" style="margin-left: 40px;"> <thead> <tr> <th><u>Date</u></th> <th><u>Place</u></th> <th><u>Time</u></th> </tr> </thead> <tbody> <tr> <td>July 11</td> <td>Board Room - Tax Digest Public Hearing</td> <td>10:00 AM - 10:30 AM</td> </tr> <tr> <td>July 11</td> <td>Board Room - Tax Digest Public Hearing</td> <td>6:00 PM - 6:30 PM</td> </tr> </tbody> </table> | <u>Date</u> | <u>Place</u> | <u>Time</u> | July 11 | Board Room - Tax Digest Public Hearing | 10:00 AM - 10:30 AM | July 11 | Board Room - Tax Digest Public Hearing | 6:00 PM - 6:30 PM |
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