

January 16, 2013

**BUDGET PREPARATION SCHEDULE**  
**FY2014 School Department Budget**  
**Weymouth Public Schools**

November 20, 2012 (Tues)	Review FY13 NSS projections; FY13 Supplemental Allocation action; Potential FY13 Revenues; Needs assessment process/review
November 27, 2012 (Tues)	Budget guidelines to building principals and spending authorities - incorporate "needs assessment" as a guide.
December 14, 2012 (Fri)	Budget requests/refine needs assessments from spending authorities due to Business Office.
January 10, 2013 (Thurs)	Meeting of the full School Committee: Budget Update
January 16, 2013 (Wed)	Meeting of the Budget Sub-Committee to continue review of proposals
January 31, 2013 (Thurs)	Meeting of the Weymouth School Committee with provision to report out on budget development
February 1, 2013 (Fri) (send to newspaper by Jan 30)	Publication in local Weymouth newspaper of the following: Proposed School Department Budget Summary; Date/location budget document will be available for public display; Date/time/location of Public Hearing
February 4, 2013 (Mon)	Draft proposal of School Department Budget available for public display at the Superintendent's Office or at any other place as determined by the School Committee
February 6, 2013 (Wed) (if needed)	Meeting of the Budget Sub-Committee to continue budget review ( <i><b>SPED Director and Technology Director will join us at this meeting</b></i> )
February 27, 2013 (Wed)	Meeting of the Budget Sub-Committee to continue budget review ( <i><b>CTE Director and Athletic Director will join us at this meeting</b></i> )
February 28, 2013 (Wed)	Meeting of the full School Committee: Budget Update
<b>March 7 , 2013 (Thurs)</b>	<b>Public Hearing on budget by the School Committee (MJL Humanities Center)</b>
March 14, 2013 (Thurs)	Meeting of the full School Committee: Budget Update
March 20, 2013 (Wed)	Meeting of the Budget Sub-Committee to continue budget review
<b>March 28, 2013 (Thurs)</b>	<b>Final approval of the School Department budget by the Weymouth School Committee</b>
April 1, 2013 (Mon)	Submit complete budget with supporting documentation to Mayor's Office
April 10, 2013 (Wed)	Mayor's Submission of Budget to Town Council
TBA	Meeting with Town Council Budget Management Committee

*\* All Budget Sub-Committee Meetings will be held at 6:00 pm at the Administration Conference Room  
(111 Middle Street)*