

ACTION ITEM

Date: January 22, 2018
To: Raymond E. Lechner, Ph.D.
Superintendent
From: Gail F. Buscemi
Business Manager
Subject: Approve the 2019 Fiscal Year Budget Calendar and Resolution

Proposed Action by Board of Education

Adopt the attached resolution establishing the school district 2019 fiscal year and direct the superintendent to prepare a tentative budget; and,

Approve the attached budget-planning calendar as written.

Background

The Board is required to establish its fiscal year and appoint a person to prepare a tentative budget annually. The attached resolution affirms that our fiscal year will commence on July 1, 2018 and extend through June 30, 2019. It also designates the superintendent as the person officially responsible for preparing a tentative budget. Many staff members will participate in this budgeting process over the next several months.

Annually, a budget calendar is also developed by the Administration. Establishing a budgeting sequence ensures that all budget postings, hearings, and the formal adoption take place in accordance with state statutes. The proposed budget calendar addresses all of the state's requirements including the efficient approval of a preliminary budget, proper notification and scheduling of a public hearing, and approval of a final budget prior to the statutory deadline.

The Administration recommends adoption of the attached resolution and approval of the budget calendar as written.

Attachments: Resolution
Budget Calendar

**Recommended for approval
by the Board of Education**



Raymond E. Lechner, Ph.D.
Superintendent

Wilmette Public School District 39
Budget Calendar
Fiscal Year 2019

Board Meeting Date	Topics for Discussion
January 22, 2018	Establish Fiscal Year, Budget Guidelines Adopt Budget Resolution
February 26, 2018	Review Non-Life Safety Capital Projects Approve Capital Projects FY19
March 19, 2018	Approve Non-Life Safety Capital Projects
March 19, 2018	Presentation of FY19 Non-Operating Funds Budgets <ul style="list-style-type: none"> - Life/Safety - Capital Projects - Debt Service
April 23, 2018	Presentation of FY19 Operating Funds Budgets <ul style="list-style-type: none"> - Educational -O/M (Building) - Transportation -Working Cash - IMRF/SS -Tort
May 21, 2018	Approval of Tentative FY19 Budget Publish Notice of Budget for Public Display and Announcement of Public Hearing
August 27, 2018	Review Life Safety Projects FY19
August 27, 2018	Public Hearing for FY19 Budget Approval of FY19 Budget
September 24, 2018	Approve Life Safety Projects FY19
September 30, 2018	Filing Deadline for FY19 Budget
October 22, 2018	Estimate of 2018 Levy Approval of 2018 Levy Public Hearing Announcement
November 12, 2018	Presentation of FY18 Audit Acceptance of FY18 Audit Review of FY20 Student Fees
December 17, 2018	Public Hearing for 2018 Levy Approval of 2018 Levy Approve FY20 Student Fees 5-Year Financial Projections
December 24, 2018	Last Day to File 2018 Levy

*Tentative Dates for July – December 2018 Board Meetings

RESOLUTION

BE IT HEREBY RESOLVED by the Board of Education of School District Number 39 in the County of Cook, State of Illinois, that the Superintendent is hereby appointed to prepare a tentative budget for said School District for the fiscal year beginning July 1, 2018, and ending June 30, 2019, which tentative budget shall be filed with the Secretary of this Board, and that such tentative budget shall be made conveniently available for public inspection for at least 30 days prior to final action thereon.

Approved on this 22nd day of January 2018.

Signatures: _____
Board President

(date)

Secretary

(date)