


**COHASSET PUBLIC SCHOOLS
BUDGET CALENDAR FOR FY 21**

August	<i>Principals submit building maintenance needs to Director of Finance and Operations.</i>
September	Submit Capital requests to Town Manager / Capital Budget Committee.
October	<i>Budget Information sent to Principals and discussed at District Leadership meeting.</i>
October 30	School Committee discusses principles and priorities to guide the budget process.
November	<i>District leaders submit budgets to Director of Finance and Operations.</i>
November 20	School Committee finalizes Budget Priorities. ◆ 
November	<i>Superintendent and Director of Finance and Operations meet w/Principals and Directors to discuss preliminary FY21 budget.</i>
November 28	School committee to discuss Budget Process Update.
December	<i>Superintendent and Director of Finance and Operations review preliminary budget.</i>
December 3	FY21 Budget Workshop with District Leadership Team.
December 18	School Committee reviews ‘first pass’ of budget and school budget FAQ.
January	School Committee receives preliminary FY21 Operating Budget.
January 8	Superintendent and Director of Finance and Operations present overview of proposed FY21 Operating Budget and Capital Budget to School Committee.
January 22	FY21 Line Item Budget Presentation to School Committee.
February 5	School Committee discussion of the FY21 Budget
February 14	District publishes notice of upcoming public hearing in local newspaper.
February 26	School committee discusses budget and receives presentation of state budget (Representative Meschino and Senator O’Connor).
TBD	Joint meeting of School Committee, Selectmen and Advisory Committee.
March 4	School Committee public hearing on budget.
March 4	School Committee votes final adoption of budget and certifies budget figure. ◆
May	Town Meeting.
June	<i>Final Account Line budgets sent to Principals and Directors.</i>

◆ - School Committee Votes