

CHARLES CITY COUNTY PUBLIC SCHOOLS
Proposed FY2024 Budget Development Calendar*
School Board
October 4, 2023

Day	Date	Time		Activity
Tuesday	10/17/2023	6:30 PM	<i>R</i>	<i>Regular School Board Meeting - Board votes on Proposed Budget Development Calendar</i>
Wednesday	10/18/2023	10:00 AM	<i>Internal</i>	Budget Calendar posted to school website, and distributed to Principals and Budget Managers.
Wednesday	10/18/2023	10:00 AM	<i>Internal</i>	SLT/DLT discuss FY25 staffing needs. Budget preparation packet is distributed to staff and department heads with instructions on completion. Enrollment projection is due 11/7/2023. Preliminary cost estimates will be run for consideration of salary increases and new positions requested. Department budget request packet is due to Finance by December 1, 2023.
Tuesday	11/7/2023	10:00 AM	<i>Internal</i>	Enrollment projection is due, for inclusion in Board Packet.
Tuesday	11/21/2023	6:30 PM	<i>R</i>	<i>Regular School Board Meeting</i>
Tuesday	12/5/2023	10:00 AM	<i>Internal</i>	All FY25 Budget request packets due to Finance
Various	12/4/2023 - 12/11/2023	n/a	<i>Internal</i>	Superintendent discusses preliminary consolidated with Principals and Staff to review and revise budgets
Tuesday	12/12/2023	6:30 PM	<i>R</i>	<i>Regular School Board Meeting - Preliminary Identification of Board's Priorities for 2025 Budget Development. Preliminary figures shared with the Board: ADM estimate, cost of raises, and staffing needs shared with Board.</i>
Friday	12/29/2023	n/a	<i>Internal</i>	Public notice is posted at least 10 days prior to public hearing
Tuesday	1/16/2024	6:30 PM	<i>R</i>	<i>Regular School Board Meeting - Includes updates on Governor's proposed budget.</i>
Thursday	1/18/2024	5:30 PM	<i>Add'l</i>	Additional School Board Meeting - Superintendent presents Proposed FY25 Operating and FY25 CIP Budget to the School Board, followed by School Board work session.
Friday	1/19/2024	10:00 AM	<i>Internal</i>	Superintendent's Proposed Budgets are posted to the school website.
Thursday	1/25/2024	TBD	<i>Add'l</i>	<i>Proposed Joint Board Worksession</i>
Tuesday	1/25/2024	6:30 PM	<i>Add'l</i>	<i>Additional School Board Meeting - public hearing</i> and work session on operating and CIP budgets
Tuesday	2/20/2024	6:30 PM	<i>R</i>	Regular School Board Meeting - School Board Votes Adoption of FY25 Proposed Operating Budget and CIP Budget [Note: Board cannot vote for 7 days following public hearing]
Wednesday	2/21/2024	10:00 AM	<i>Internal</i>	School Board Adopted FY2025 Budget is posted to school website
Tuesday	2/26/2024	7:30 PM	<i>BOS</i>	Presentation to Board of Supervisors at their regular meeting (Note: County Administrator's recommendation is in March)
Tuesday	3/26/2024	7:30 PM	<i>BOS</i>	<i>County Administrator presents consolidated budget recommendation to Board of Supervisors</i>
Tuesday	4/17/2024	6:30 PM	<i>R</i>	<i>Regular School Board Meeting</i> - School Board work session, if needed, based on County Administrator's recommended budget.
Tuesday	4/24/2024	6:30 PM	<i>R</i>	<i>Board of Supervisor's Budget Adoption</i>
Tuesday	5/1/2024	6:30 PM	<i>Add'l</i>	<i>Additional School Board work session, if needed,</i> based on County Adoption, and approval of employees for contracts <i>(to issue by 05/18/2024)</i>
Tuesday	5/15/2024	6:30 PM	<i>R</i>	School Board second adoption of FY25 Operating and FY25 CIP Budget, if needed.
* Subject to revision				