

**Shrewsbury Public Schools**

**DRAFT Fiscal Year 2025 Budget Development Calendar**

	School Department	Town Manager/ Select Board/ Finance Committee
<b>October 2023</b>		
	Administration discusses budget timeline with leadership and staff	
	Administration begins internal revenue and expense estimates	
10/18/23	FY25 Priorities and Guidelines with School Committee Finance Subcommittee	
10/25/23	Draft FY25 Priorities and Guidelines presented to School Committee	
10/25/23	Draft FY25 Budget Calendar presented to School Committee	
<b>November 2023</b>		
11/15/23	Vote to approve FY25 Priorities and Guidelines	
11/15/23	Vote to approve FY25 Budget Calendar	
<b>December 2023</b>		
	Administration completes initial draft budget	
early Dec	School Committee Budget Subcommittee meet prior to 12/13/23 School Committee Workshop	
TBD	Joint Meeting #1 with Select Board on Fiscal Outlook	Joint Meeting #1 with Select Board on Fiscal Outlook
12/13/23	School Committee Budget Workshop #1	
<b>January 2024</b>		
1/3/24	Administration completes updated enrollment forecast by school and grade	
1/3/24	School Committee Budget Workshop #2	
late January	Governor Healy releases her state budget plan – state aid figure included	
1/31/24	School Committee Budget Workshop #3	
<b>February 2024</b>		
TBD	Joint meeting #2 with Select Board on Fiscal Outlook	Joint Meeting #2 with Select Board on Fiscal Outlook
2/7/24	Superintendent's Budget Recommendation Presented to School Committee	
2/16/23		Town Manager publishes ""Fiscal Projection #1"
<b>March 2024</b>		
3/13/24	Public Budget Hearing at School Committee	
3/13/24	Curriculum, Technology, and Special Education Budget presentations at School Committee	
3/20/24	School Committee Budget Workshop #4 ahead of Finance Committee Meeting	
3/23/24	Annual Presentation to the Finance Committee	Finance Committee Meeting (Saturday morning)
3/27/24	School Committee vote on any adjustments to FY25 fees/ tuitions (no later than)	
<b>April 2024</b>		
4/3/24	Hold for potential final budget workshop	
mid-April	State House of Reps. Ways and Means Committee releases their state budget	
4/19/23		Town Manager publishes his ""Fiscal Projection #2"
4/10/24 or 4/24/24	School Committee votes final budget	
<b>May 2024</b>		
5/2023		Annual Town Meeting – presentation and vote to approve FY25 Budget