

Waukegan Community Unit School District 60

2008-2009 Budget Planning Calendar

<u>Item</u>	<u>Activity</u>	<u>Responsibility</u>	<u>First Draft Due</u>	<u>Final Copy Due</u>	<u>Board Workshop</u>
	Expenditure requests sent to Schools/Depts.	Luosa			
	Expenditures requests due to Budget Office	Luosa			
	Expenditure Budgets developed and summarized	Luosa			
	Obtain Board approval of Budget Plan	Gaudin	2/8	2/15	February 19, 2008
	Status on Prior Year (2006-2007)	Kiiskila	2/8	2/15	February 19, 2008
	Status on Current Year (FY 2007-2008)	Luosa/Kiiskila	2/8	2/15	February 19, 2008
	Financial Forecasts - Multi Year	Kiskiila	2/8	2/15	February 19, 2008
	Enrollment Projections	Eric	2/22	3/1	March 4, 2008
	Fund Balance History	Kiskiila	2/22	3/1	March 4, 2008
	General State Aid	Kiskiila	2/22	3/1	March 4, 2008
	Estimated Aggregate Tax Levy	Kiskiila	2/22	3/1	March 4, 2008
	Individual Fund Tax Levy	Kiskiila	2/22	3/1	March 4, 2008
	Revenue and Expenditure History	Kiskiila	2/22	3/1	March 4, 2008
	Revenue Estimates for each Fund	Kiskiila	2/22	3/1	March 4, 2008
	Operations & Maintenance Fund	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Bond & Interest Fund	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Transportation Fund	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Municipal Retirement/Social Security	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Site & Construction/Capital Improvements	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Working Cash	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Rent	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Fire Prevention & Safety	Luosa/Kiiskila	3/22	3/29	April 3, 2008
	Grant Funds	Polk	3/22	3/29	April 3, 2008
	SAF Funds	Kiskiila	3/22	3/29	April 3, 2008
	Initial Section & Staffing Report	Howard/Christianson	3/22	3/29	April 3, 2008
	Initial Capital Plan/Summer Projects	Otahal/Luosa	3/22	3/29	April 3, 2008
	Health Care	Gaudin/Alley	4/5	4/12	April 15, 2008
	Education Fund - Tentative Plans & Issues	Gaudin	4/5	4/12	April 15, 2008
	Tentative Staffing Plan	Howard/Divis	4/5	4/12	April 15, 2008
	Education Fund - Tentative Proposal	Gaudin	4/19	4/26	April 29, 2008
	Final Staffing Plan	Howard/Divis	4/19	4/26	April 29, 2008
	Possible Final Workshop				May 6, 2008
	Public Inspection Period - Possible Final Workshop				May 19, 2008
	Public Hearing on Budget	Staff			June 10, 2008
	Adoption of 2007-2008 Budgets	Gaudin/Luosa			June 24, 2008

Waukegan Public Schools
Tentative Summary Calendar
Budget Process for FY 2008-2009

<u>Date</u>	<u>Meeting Type</u>	<u>Agenda Items (See Note A)</u>
February 7, 2008	Operations Services Committee	Budget Process
February 12, 2008	Board Meeting	Budget Process Approval
February 19, 2008	Budget Workshop #1	Current Year Status & Forecast
March 4, 2008	Budget Workshop #2	Revenues & Others
April 3, 2008	Budget Workshop #3	Other Funds/Staffing
April 15, 2008	Budget Workshop #4	Other Fund/Staffing
April 29, 2008	Budget Workshop #5	General Fund
May 6, 2008	Budget Workshop #6	General Fund
May 13, 2008	Board Meeting	Tentative Balanced Budget
May 16, 2008		Newspaper ad re public inspection
May 19, 2008		Public Inspection period begins
May 27, 2008	Board Meeting	Possible Budget Discussion
June 10, 2008	Public Hearing on Budget & Board Meeting	Hear Public Comments
June 24, 2008	Board Meeting	Final Approval of Budget

Note A - See Detailed Budget Workshop Agenda for full details of tentative discussion items.