



**EAST HADDAM PUBLIC SCHOOLS/TOWN OF EAST HADDAM
2018-2019 BUDGET DEVELOPMENT CALENDAR
Revised 12/13/2017**

✓	Date	Time/Location	Description
✓	09/25/2017	n/a	School Administrators receive Budget Development Information from Superintendent
✓	10/27/2017	n/a	School Administrators submit budget requests to Superintendent
	10/30/2017-12/29/2017	n/a	Superintendent reviews budget submissions with Administrators, budget document prepared for Business and Planning Subcommittee
✓	11/09/2017	7 pm Town Office Annex	Board of Finance Planning Workshop in preparation of the budget
✓	11/16/2017	7 pm High School Auditorium	Board of Education Budget Forum
✓	12/07/2017	n/a	Town Department Heads, Boards and Commissions receive Budget Development Instructions from First Selectman
	01/05/2018	n/a	Town Departments, Boards and Commissions budgets due to the First Selectman
	01/08/2018	7 pm Middle School Café	Tri-Board Meeting regarding the Budget—Boards of Education, Finance and Selectmen
	01/09/2018	6 pm High School Library	Board of Education, Business and Planning Subcommittee, Budget Workshop
	01/09/2018	7 pm High School Café	Board of Education Regular Meeting
	01/16/2018	7 pm High School Library	Board of Education, Business and Planning Subcommittee, Budget Workshop
	01/23/2018	6 pm High School Library	Board of Education, Business and Planning Subcommittee, Budget Workshop
	01/29/2018	7 pm High School Café	Board of Education, Budget Workshop
	01/30/2018	6 pm High School Library	Board of Education, Business and Planning Subcommittee, Budget Workshop
	02/03/2018 Saturday	9 am Town Office Annex	Board of Selectmen Budget Workshop
	02/06/2018	4:30 pm Town Office Annex	Board of Selectmen Budget Workshop
	02/06/2018	6 pm High School Library	Board of Education, Business and Planning Subcommittee Budget Workshop
	02/07/2018	7 pm Grange Hall	Board of Selectmen Regular Meeting
	02/12/2018	9 am Town Office Annex	Board of Selectmen Budget Workshop
	02/13/2018	4:30 pm Town Office Annex	Board of Selectmen Budget Workshop
	02/13/2018	7 pm High School Café	Board of Education Regular Meeting—potential budget approval
	02/23/2018	n/a	Final date for Boards of Education and Selectmen to submit budget proposals to Finance Office

√	Date	Time/Location	Description
	03/10/2018 Saturday	9 am Municipal Office Complex	Board of Finance Budget Forum—Board receives Town Government and Education budgets
	03/12/2018	7 pm Municipal Office Complex	Board of Finance—initial presentations by the Boards of Selectmen and Education
	03/17/2018 Saturday	9 am Municipal Office Complex	Board of Finance Budget Workshop
	03/20/2018	7 pm Municipal Office Complex	Board of Finance Budget Workshop
	03/27/2018	7 pm Municipal Office Complex	Board of Finance Budget Workshop (if necessary)
	03/29/2018	n/a	Legal Notice for Public Hearing advertised in East Haddam News
	03/30/2018	TBD	Final date for Board of Finance to recommend a budget to Public Hearing
	03/30/2018	n/a	Public Hearing Information mailer sent to printer
	04/04/2018	n/a	Public Hearing Information mailed out and put on Town website
	04/05/2018	n/a	Legal Notice for Public Hearing advertised in East Haddam News
	04/10/2018	7 pm High School Auditorium	Budget Public Hearing
	04/10/2018	Immediately following Public Hearing	Board of Finance meets to set a budget to the Annual Budget Town Meeting
	04/10/2018	TBD	Board of Education Regular Meeting
	04/12/2018	n/a	Notice for Annual Budget Town Meeting advertised in East Haddam News
	4/19/2018	n/a	Legal Notice and Budget Summary for Annual Budget Town Meeting advertised in East Haddam News
	04/24/2018	8 pm Town Hall	Annual Town Budget Meeting
	05/08/2018	TBD TBD	Budget Referendum, Town Hall
	05/08/2018	TBD	Board of Finance meets immediately following Referendum (if approved) to set the mill rate

If the budget fails the first referendum, second referendum timeline is as follows:

Public Hearing: May 22

Town Meeting: June 5

Referendum: June 19