

(ATTACHMENT 1) ACTION ON A REQUEST TO APPROVE THE TIMETABLE FOR THE FISCAL YEAR 2019-20 PROPOSED BUDGET

Fiscal Year 2019-2020 Proposed Budget Timetable		
Date(s)	Action	Responsibility
June 2018 – March 2019	Collection of a variety of inputs, ideas, costs with analysis of their impact for fiscal year 2020 (FY20) budget planning.	Administration
October 2018 – April 2019	MPS engages the community on broad topics to identify district priorities at various venues.	Administration
October 18, 2018	Strategic Planning and Budget Committee met to discuss the FY20 budget development process and parameters to be used during the process.	Board and Administration
December 11, 2018	School level allocation estimates are drafted by departments and provided to Financial Planning & Budget Services.	Administration
December 11 – 21, 2018	Third Friday of September 2019 school enrollments are projected.	Administration
December 2018 – March 2019	Board and Administration continue to solicit stakeholder input into the development of the FY20 Proposed Budget.	Board and Administration
January 8 – January 31, 2019	Superintendent holds School Ambitious Instruction Budget Conversations with school leaders.	Administration
January 17, 2019	Strategic Planning and Budget Committee meets to discuss and possibly adopt a FY20 Proposed Budget timetable, review an updated five-year forecast, discuss budget and possibly adopt parameters.	Board and Administration
January 18 – 31, 2019	School leaders prepare all required budget documents with input from their School Engagement Councils.	Schools
February 5 – 8, 2019	Administrative teams review each school budget for FY20 budget/staffing resolutions.	Administration
February 11 – 14, 2019	Superintendent resolution meetings on FY20 school budget/staffing needs.	Administration

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Date(s)	Action	Responsibility
February 12, 2019	Families, students, and staff vote on the choice of 2019-20 school calendar.	Administration
February 15, 2019	School staffing data submitted to Human Resources.	Administration
February 18 – March 6, 2019	Offices prepare budgets, organizational charts and narratives.	Administration
March 1 – 20, 2019	Cycle A Certificated Staff Exchange Process completed.	Administration
March 21 – April 10, 2019	Cycle B Certificated Staff Exchange Process completed.	Administration
April 17 – May 22, 2019	Cycle C Classified Staff Exchange Process completed.	Administration
March 15, 2019	Office budget reviews completed and staffing changes submitted to Human Resources.	Administration
March 18 – 31, 2019	District budget is entered into the financial system and balanced.	Administration
April 2019	Superintendent’s proposed budget is finalized and assembled for publication.	Administration
April 30, 2019	Board organizational meeting held.	Board and Administration
May 3, 2019	Superintendent’s 2019–2020 Proposed Budget released.	Administration
May 9, 2019*	Strategic Planning and Budget Committee meets on the Superintendent’s 2019–2020 Proposed Budget and hears public testimony.	Board and Administration
May 9, 2019*	Proposed budget and public hearing notice published in newspaper, parent companion guide and budget overview presentation released.	Administration and Board Governance
May 14, 2019*	Board members submit proposed amendments to the Office of Board Governance by noon; amendments to administration by end of day.	Board and Board Governance

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Date(s)	Action	Responsibility
May 16, 2019*	Administration submits proposed amendment analysis to the Office of Board Governance by the end of the day.	Administration
May 21, 2019*	Statutory public hearing on the FY20 Superintendent's Proposed Biennial Budget.	Board and Administration
May 23, 2019*	Strategic Planning and Budget Committee reviews the FY20 Proposed Budget, hears public testimony, and takes possible action on proposed amendments and proposed budget.	Board
May 24, 2019*	Board members submit proposed amendments to the Office of Board Governance by noon; amendments to administration by end of day.	Board and Board Governance
May 29, 2019*	Administration submits proposed amendment analysis to the Office of Board Governance by noon.	Administration
May 30, 2019*	Board meeting to consider any proposed amendments and to take possible action on the Superintendent's 2019–2020 Proposed Budget.	Board Administration
No later than June 30, 2019	Board Clerk transmits FY20 Adopted Budget to the Milwaukee Common Council.	Board Governance
October 24, 2019*	Board meeting to consider and take action on the amended adopted budget recommendations for FY20.	Board and Administration
No later than October 31, 2019	Board Clerk sends FY20 Amended Adopted Budget to the Milwaukee Common Council.	Board Governance

*Date subject to change by the Milwaukee Board of School Directors.

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