

(ATTACHMENT 1) ACTION ON A REQUEST TO APPROVE THE TIMETABLE FOR THE FISCAL YEAR 2020-21 PROPOSED BUDGET

Fiscal Year 2020-2021 Proposed Budget Timetable		
Date(s)	Action	Responsibility
June 2019 – March 2020	Collection of a variety of inputs, ideas, costs with analysis of their impact for fiscal year 2020-2021 (FY21) budget planning.	Administration
September 2019 – April 2020	MPS engages the community on broad topics to identify district priorities at various venues.	Administration
December 13, 2019	School level allocation estimates are drafted by departments and provided to Financial Planning & Budget Services.	Administration
December 13 – 20, 2019	Third Friday of September 2020 school enrollments are projected.	Administration
December 2019 – March 2020	Board and Administration continue to solicit stakeholder input into the development of the FY21 Proposed Budget.	Board and Administration
December 12, 2019	Strategic Planning and Budget Committee met to discuss and has adopted FY21 parameters.	Board and Administration
January 8, 2020	Present preliminary budget preparation information to School Leaders.	Administration
January 8 – January 31, 2020	Superintendent holds School Ambitious Instruction Budget Conversations with identified school leaders.	Administration
January 16 – 30, 2020	School leaders prepare all required budget documents with input from their School Engagement Councils.	Schools
January 23, 2020*	Strategic Planning and Budget Committee meets to discuss and possibly adopt a FY21 Proposed Budget timetable.	Board and Administration
February 5 – 7, 2020	Administrative teams review each school budget for FY21 budget/staffing resolutions.	Administration
February 10 – 13, 2020	Superintendent resolution meetings on FY21 school budget/staffing needs.	Administration

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Date(s)	Action	Responsibility
February 14, 2020	All school staffing data submitted to Human Resources.	Administration
February 17 – March 5, 2020	Offices prepare budgets, organizational charts and narratives.	Administration
February 21, 2020	Staff must be given notice by the end of the school day of any increases or decreases in their FTE. This information must be consistent with the submitted budget by school/department.	School & Department Administration
February 27 – March 25, 2020	Cycle A Certificated Staff Exchange Process.	Administration
March 13, 2020	Office budget reviews completed, and staffing changes submitted to Human Resources.	Administration
March 16 – 31, 2020	District budget is entered into the financial system and balanced.	Administration
April 2020	Superintendent's proposed budget is finalized and assembled for publication.	Administration
April 3 – May 3, 2020	Cycle B Certificated Staff Exchange Process.	Administration
April 28, 2020	Board organizational meeting held.	Board and Administration
May 1, 2020	Superintendent's 2020–2021 Proposed Budget released.	Administration
May 4 – June 1, 2020	Cycle C Classified Staff Exchange Process	Administration
May 6, 2020*	Proposed budget and public hearing notice published in newspaper, parent companion guide and budget overview presentation released.	Administration and Board Governance
May 7, 2020*	Strategic Planning and Budget Committee meets on the Superintendent's 2020–2021 Proposed Budget and hears public testimony.	Board and Administration

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Date(s)	Action	Responsibility
May 12, 2020*	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 14, 2020*	Administration submits proposed amendment analysis to the Office of Board Governance by the end of the day.	Administration
May 19, 2020*	Statutory public hearing on the Superintendent's 2020-21 Proposed Biennial Budget.	Board and Administration
May 21, 2020*	Strategic Planning and Budget Committee reviews the FY21 Proposed Budget, hears public testimony, and takes possible action on proposed amendments and proposed budget.	Board
May 22, 2020*	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 27, 2020*	Administration submits proposed amendment analysis to the Office of Board Governance by noon.	Administration
May 28, 2020*	Board meeting to consider any proposed amendments and to take possible action on the Superintendent's 2020-2021 Proposed Budget.	Board Administration
No later than June 29, 2020	Board Clerk transmits FY21 Adopted Budget to the Milwaukee Common Council.	Board Governance
October 27, 2020*	Board meeting to consider and take action on the amended adopted budget recommendations for FY21.	Board and Administration
No later than October 30, 2020	Board Clerk sends FY21 Amended Adopted Budget to the Milwaukee Common Council.	Board Governance

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