

FY 2011 Budget Reduction Task Timeline (Revised 7-13-09)

Completion Date	Tasks	Responsibility	BOE Committee
June	Re-examination of Special Education Aide Allocations	Special Services Department	Finance
July	√ Evaluation of transportation services to determine savings	Transportation/Finance Department	Sites and Facilities
	√ Overtime Expense Analysis	Finance Department	Finance
	√ Evaluate consolidation of professional org. dues	Curriculum Department	Finance
	√ Evaluate utility cost projections for 2010	Operations/Finance Department	Finance
August	Evaluate the sharing of building administrative resources	Superintendent	Finance
	Evaluate the use of outside custodial services	Operations/Finance Department	Sites and Facilities
	Evaluate the use of state waivers to reduce expenses	Superintendent	Finance
September	Determine non-mandated educational program priorities	Superintendent/District Staff	Board of Education
October	Evaluate consolidation of K-4 students in to attendance centers	Superintendent/Administration Team	Finance
	Evaluate closure of small elementary school	Superintendent/Administration Team	Finance
	Evaluate returning 5/6 students to the k-4 buildings	Superintendent/Administration Team	Finance
	BOE review 2011 budget reductions and staffing plan	Superintendent/Board of Education	Board of Education
November 27, 2009	Deadline to adopt ballot question	Superintendent/Board of Education	Board of Education
December 30, 2009	Tax Levy filed with County Clerk	Finance Department	Finance
January	Preliminary Review of 2011 Revenue/Expenditures		
February 2, 2010	General Primary Election		
	Staffing Plan Reviewed by BOE	Superintendent	Board of Education
	Approval of Student Fees	Director of Finance/Board of Education	Finance
March	Final Staffing Plan Approved by BOE	Superintendent/Board of Education	Board of Education
April 2, 2010	60 Day Tenured Teacher Dismissal Notice Deadline	Superintendent/Board of Education	Board of Education
April 20, 2010	45 Day Non-tenured Teacher Dismissal Notice Deadline	Superintendent/Board of Education	Board of Education

May	Place 2011 Budget on Display	Finance/Board of Education	Finance
June 3, 2010	Last Day of School		
June 21, 2010	Adoption of 2011 Budget	Superintendent/Board of Education	Board of Education