

**EAST SIDE UNION HIGH SCHOOL DISTRICT
BUDGET DEVELOPMENT CALENDAR
FOR THE 2019-20 Fiscal Year**

ACTIVITY/ACTION	PERSON/UNIT RESPONSIBLE	DATE
Roll Grade Level Enrollment and Incoming 9th Grade Feeders	Information Technology	January 31
Local Control Accountability Plan Update (Visit ESUHSD Website for Times and Locations) (Student/Community Forums - All High Schools and EC)	Associate Superintendent Instruction	February 25 - March 22
Discuss Implications of 2019/20 Governor's Budget, Second Interim Outlook, and 2019-20 LCAP Update with the Budget Advisory Committee (BAC)	CBO/Superintendent/Budget Advisory Committee	March 6
2019-20 Board Consideration of any District Recommended Staffing/Layoff Actions (Board Meeting)	Superintendent/Governing Board	March 7
2019-20 Second Interim Budget Update (Board Meeting)	CBO/Director of Finance	March 7
School Site FTE Staffing Requirements Meetings	Associate Supt. - Human Resources	March 11 - 15
FY 2019-20 Budget Worksheets and Budget Instructions sent to all Sites and Departments	Director of Finance/Budget & Fiscal Manager	March 19
Sites Develop FY 2019-20 Budgets in Collaboration with School Site Counsels and LCFF (LCAP) Goals	Principal/Site Council	March 19 - April 12
FTE Reconciliation	Associate Supt. HR/Director of Finance	April 10 - 11
Site and Dept. Budgets are Submitted to Business Services	Principals and Departmental Managers	April 15
2019-20 Establishing Budget Development Priorities (Board Meeting)	CBO/Superintendent/Board	April 18
Final Revisions to Enrollment FTE Projections	Associate Supt. HR/Director of Finance	April 22
Review Preliminary Site and Departmental Budgets and Alignment with the LCFF (LCAP) Priorities	Supt's. Council Budget Review Review Site and Departmental Budgets	April 29
Budget Study Session	CBO/Superintendent/Governing Board	May 2
Review 2019-20 Budget Outlook and Local Control Accountability Plan Update with the Budget Advisory Committee (BAC)	CBO/Superintendent/Budget Advisory Committee	May 22
Governing Board Review of Draft 2019-20 Budget with District Recommendations (Board Meeting)	CBO/Superintendent/Governing Board	May 16
School Services Workshop - Governor's May Revisions	CBO/Superintendent/Finance Staff	May 20
Review 2019-20 Draft Budget with the General Public and Stakeholders (Public Meeting - TBD @ 6 pm.)	CBO/Superintendent/Stakeholders	May 22 (Tentative)
Present Preliminary Budget and LCAP with Impact from the Governor's May Revisions & LCAP Public Hearing (Board Meeting)	CBO/Superintendent/Asso. Supt. for Instruction/ Governing Board	June 6
Adopt FY 2019-20 Final Budget & Local Control Accountability Plan (Board Meeting)	Governing Board	June 20