

LITTLE EGG HARBOR BOARD OF EDUCATION
PLAN OF ACTION FOR THE 2017-2018 BUDGET

TIMELINE	OBJECTIVE	RESPONSIBILITY
November 8, 2016	Budget packet distributed to Administrators	Business Administrator
Deadline December 9, 2016	Administrators enter budget into budget module and any supplementary documentation into Board Office	Administrators/Supervisors
December 9 – January 13, 2017	Preliminary review by Business Administrator/Superintendent	Business Administrator/Superintendent
Week of January 16, 2017	Administrative Budget Meeting	Administrators/Supervisors
January 19, 2017	Board Meeting Preliminary Budget Overview	
Early February	Budget revisions due to Business Office	Administrators/Supervisors
Early February	Preliminary review with Board Budget Committee	Superintendent/ Business Administrator
Last Week of February	State Aide figures released	State of New Jersey
End of February	Informational public budget presentation	Business Administrator/Superintendent
Week of March 6, 2017	Board Budget Committee Meeting	Business Administrator/Superintendent
March 20, 2017	Regular BOE Meeting – tentative date for budget approval for submission to County Office	Superintendent, Business Administrator and BOE members
Late April	Budget booklet available for public review	Superintendent and Business Administrator
April 24, 2017 or May 1, 2017	Public Hearing on the budget and submittal of final budget to County Office	Superintendent, Business Administrator and BOE Members

* Some dates are tentative and subject to change.

Board Approved _____

Note – 2016 Budget Calendar Dates
Deadline for Budget submission 3/22
Allowable Public Hearing Dates – 4/25- 5/9