

LISBON BUDGET PROCESS CALENDAR 2017-2018

<i>November 15, 2016</i>	Administrative Team Meeting - Review budget process (Include Administrative Secretaries that input budget into system)
<i>November 18, 2016</i>	Administrative Maintenance Requests to Allen Ouellette (cc. Kelly Byras)
<i>November 28, 2016</i>	Lisbon School Committee Budget Workshop
<i>December 9, 2016</i>	Deadline for Administrative Budgets to be input into accounting software.
<i>January 3-6, 2017</i>	Individual Budget Meetings at Central Office: Please bring three copies of supporting documentation.
<i>January 3, 2017</i>	Administrative Team Budget Workshop, 9AM-Noon
<i>January 17, 2017</i>	A-Team Budget review
<i>February 6 & 8, 2017</i>	Budget presentation to School Committee
<i>February 13, 2017</i>	Budget Review, Regular Meeting
<i>February 27, 2017</i>	Budget Adoption, Regular Meeting
<i>March 14, 2017</i>	Presentation of School Budget to Council, Regular council meeting. <i>(Must present to Council by the third Tuesday of March. Sec. 6.02 of Town Charter.)</i>

Approved by the Lisbon School Committee: November 14, 2016