

**BUDGET PREPARATION SCHEDULE**  
**FY2013 School Department Budget**  
**Weymouth Public Schools**

November 23, 2011 (Wed)	Budget guidelines to building principals and spending authorities
December 12, 2011 (Mon)	Budget proposals from spending authorities due to business office
January 4, 2012 (Wed)	Meeting of the Budget Sub-Committee to begin review proposals
January 11, 2012 (Wed)	Meeting of the Budget Sub-Committee to continue review of proposals
January 26, 2012 (Thurs)	Meeting of the Weymouth School Committee with provision to report out on budget development
February 1, 2012 (Wed) (send to newspaper by Jan 30)	Publication in local newspaper of the following: Proposed School Department Budget Summary Date/location budget document will be available for public display Date/time/location of Public Hearing
February 6, 2012 (Mon)	Draft proposal of School Department Budget available for public display at the Superintendent's Office or at any other place as determined by the School Committee
February 8, 2012 (Wed)	Meeting of the Budget Sub-Committee to continue budget review
<b>February 16, 2012 (Thurs)</b>	<b>Public Hearing on budget by the School Committee (WHS Auditorium)</b>
February 22, 2012 (Wed)	Meeting of the Budget Sub-Committee to continue review of proposals
<b>March 8, 2012 (Thurs)</b>	<b>Final approval of the School Department budget by the Weymouth School Committee</b>
March 14, 2012 (Wed)	Submit complete budget with supporting documentation to Mayor's Office

