

NEWARK PUBLIC SCHOOLS NEWARK, NEW JERSEY 07102-3091

Dr. Clifford B. Janey
State District Superintendent



BULLETIN #
25

2010-2011

2010-2011

**TO: PRINCIPALS
DEPARTMENT HEADS**

SUBJECT: BUDGET CALENDAR FY 2011-12

<u>SCHOOL BASED BUDGETS</u>	<u>TIMELINES</u>
Training on My Budget File School-Based Budgets	December 13-17, 2010
Preliminary Budgets are accessed on-line via My Budget File	December 20, 2010
Preliminary Budgets are reviewed by the Regions and the SLC	January 3-7, 2011
Preliminary Budgets are retrieved from the schools via My Budget File	January 4, 2011
Principals hold a School-Based Budget Town Hall Community Meeting	January 10-14, 2011
Preliminary Budgets are reviewed by the Budget Department	January 18-21, 2011
Review of Preliminary Budgets with OAS, SBA, Regional Supt, Principals, Budget	January 24 - February 4, 2011
Preliminary Budget Reviews with Supt., OAS, Regional Supt, SBA, Budget Office	February 7-10, 2011
Community Budget Discussions	February 14 - 18, 2011
Budget Department adjusts and enters Preliminary Budgets in the DOENET	February 22-28, 2011
School Budgets submitted to the State. Final Budgets returned to schools.	March 3, 2011

<u>CENTRAL OFFICE BUDGETS</u>	<u>TIMELINES</u>
Training on My Budget File	December 13-17, 2010
Preliminary Department Budgets are accessed on-line via My Budget File	December 20, 2010
Preliminary Budgets are pulled back via My Budget File	January 7, 2011
Budget Department Reviews Preliminary Budgets	January 10-14, 2011
Preliminary Budget Reviews with the SBA, Asst. SBA, Regional Supt., Department Heads, Budget	January 26-31, 2011
Preliminary Budget Reviews with Supt, Regional Supt., SBA, Budget Office	February 7-10, 2011
Community Budget Discussions	February 14-18, 2011
Budget Department enters Preliminary Budget Data in the DOENET	February 22-28, 2011
District Wide Budgets submitted to the State. Final Budgets returned to all department heads.	March 3, 2011

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