

Holbrook Public Schools

BUDGET DEADLINES AND SCHEDULES

The Holbrook School Committee wishes to cooperate with all town officials in the orderly and timely preparation of the annual budget. Preparation of the annual budget will be scheduled in stages throughout the school year with attention to certain deadlines established by law and charter.

The calendar year for budget preparation will be determined by calculating backwards from the final adoption date: the annual town meeting held around the middle of May.

The budget will ordinarily be reviewed by the Superintendent and submitted to the School Committee 30 days prior to submission of the budget to the Selectmen.

Submission of the budget to the Selectmen will be arranged cooperatively with the School Committee and finance committee. The Selectmen have authority to impose a date as early as December 31.

The meetings of the School Committee to deliberate on the annual budget will be coordinated with the requirements of the Finance Committee.

In reaching its decision on the budget amount that it will submit to the Selectmen, the School Committee will also observe the statutory requirement of holding a public hearing on the proposed budget not less than seven days after the notice for this hearing has been published in a local newspaper.

The budget of the School Committee becomes effective on July 1, the beginning of the fiscal year.

Established by law and charter

SOURCE: MASC

LEGAL REFS.: M.G.L. 71:38N
Town Charter (See local reference)

Adopted: September 5, 2007