

LISBON BUDGET PROCESS CALENDAR

2024-2025

<i>October 31, 2023</i>	Administrative Team Meeting - Review budget process (Include Administrative Secretaries that input budget into system)
<i>November 27, 2023</i>	Lisbon School Committee Budget Workshop
<i>December 1st, 2023</i>	Administrative Maintenance Requests to Allen Ouellette (cc. Transportation Secretary).
<i>December 8, 2023</i>	Deadline for Administrative Budgets to be input into accounting software.
<i>January 2, 2024</i>	Administrative Team Budget Workshop, 9AM-Noon
<i>January 9th-11th, 2024</i>	Individual Budget Meetings at Central Office: Please bring three copies of supporting documentation.
<i>January 16, 2024</i>	A-Team Budget review
<i>February 5th, 2024</i>	Budget presentation to School Committee (Feb. 7 th as well if needed).
<i>February 26, 2024</i>	Budget Adoption, Work Shop Meeting
<i>March 12th, 2024</i>	Presentation of School Budget to Council. <i>(Must present to Council by the third Tuesday of March. Sec. 6.02 of Town Charter.)</i>

Approved by the Lisbon School Committee: