



Chattahoochee County Board of Education
326 Broad Street
Cusseta, Georgia 31805
706-989-3775

FY21 Budget Calendar

- **February:**
 - 1) Compare budget-to-date and actual-to date. Note any instances of large variance and investigate reason.
 - 2) Leadership team begins discussions of priority needs for next school year.

- **March:**
 - 1) Finance Director prepares personnel costs spreadsheets and creates general budget template.
 - 2) Continue to monitor current year expenditures and revenues to adjust proposed budget as necessary

- **April and May**
 - 1) Implement spending and hiring freeze due to pandemic; monitor expenses and carryover funds as allowed by state and federal regulations
 - 2) Speak with elected officials and advocate for public education and adequate funds necessary for operating

- **June**
 - 1) Board votes on Spending Resolution as allowed by Georgia law when a budget cannot be adopted by the new fiscal year

- **July and August**
 - 1) Board Work Session held to discuss updated financial status, personnel costs, operating costs and projected revenues. Seek input from governance team.
 - 2) Hold two public hearings to solicit input
 - 3) Present the proposed budget for Board's approval to advertise in legal organ.

- **September:**
 - 1) Board adopts budget during September Board Meeting.