

March – June 2015

- School Board determines/updates goals for SRSD.

September 2015

- District prepares comprehensive Capital Replacement Plan for textbooks, technology, furniture and fixtures, music and athletic equipment and facilities.
- School Board presents list of priorities to Superintendent for upcoming budget.
- Leadership team develops guidelines for budget preparation, criteria for new programs to be proposed in budget.

October 19, 2015

- Departmental budgets, purpose, goals and accomplishments and program budget and explanations are due to the Business Office.

October 26, 2015

- Administrators present budgets to Leadership Team, Leadership Team recommends final budget to Superintendent, all site budgets are updated in the accounting software, and administrators update narratives as necessary.

October 30, 2015

- Business Office to calculate estimated regular and special education tuition rate for the Fremont School District.

November 18, 2015

- Superintendent presents recommended budget to the School Board
- School Board and Budget Committee review budgets with Superintendent, Business Administrator and Leadership Team

November 2, 2015

- School District Clerk to notify Supervisors of the Checklist in each town of the district meeting date

December 9, 2015

- SAU office to submit the following public notices to Carriage Towne News for publication:

December 17, 2015 and January 7, 2016 publication:

January 6, 2016 – Bond Hearing, if necessary (Snow date January 7, 2016), (To be held no earlier than 60 days before deliberative session)

January 12, 2016 – Deadline for petitioned warrant articles and collective bargaining agreements.

January 14, 2016 – Budget Committee Public Hearing on proposed budget and articles requesting appropriations (meeting to be held on or before January 19, 2016). (Snow date January 15, 2016)

On or before December 14, 2015

- Calculate Guaranteed Maximum Tuition Rate for Fremont using the November 1, 2015 enrollments for the 2015- 2016 school year.

January 6, 2016

- School board identifies possible warrant articles.
- School Board approves preliminary budget.
- School Board to hold public hearing on Bond issue as per RSA 40:13 (on or before the second Tuesday in January). Sanborn Regional High School in Kingston at 7:00 pm.

January 7, 2016

- SAU office completes the final draft of the 2016-2017 budget documents, as approved by the school board.

January 12, 2016

- Deadline for receiving petitioned articles for warrant and “budget submission date” for collective bargaining agreements. (Second Tuesday in January).
- Last day to publish notice of meeting to be held by Supervisors of Checklist for correction sessions.

January 14, 2016 (snow date January 15)

- Budget committee holds **public hearing** on proposed 2016-2017 budget and warrant articles requesting appropriations. Sanborn Regional High School in Kingston at 7:00 pm (Last possible day to hold hearing is January 19, 2016, third Tuesday in January).

January 19, 2016

- Supervisors of Checklist to hold checklist correction sessions. (Day before filing opens)

January 20, 2016

- School Board approves warrant with petitioned articles.
- Filing opens with School District Clerk for school district officers (school board, moderator, budget committee).

January 21, 2016

- Budget committee to submit budget and its recommendations on appropriation articles to school board and district clerk. (20 days prior to meeting as per 32:16IV) Note: SAU office will prepare the MS-27 for Budget Committee signatures once the Budget Committee has approved the budget and made its recommendations.

January 22, 2016

- Warrants and budgets (MS-27) to be posted by School Board Chairperson and copies made available to the general public and on the school district website ([www. sau17.org](http://www.sau17.org)). (Last day is January 25).

January 23, 2016

- Supervisors of the Checklist hold session to correct checklist. (To be held on the Saturday, six to thirteen days before the deliberative meeting on February 3rd).

January 29, 2016

- Filing closes for School District Officers at 5:00 PM. The School District Clerk will be available from 3:00 PM to 5:00 PM at the SAU Office, 17 Danville Road, Kingston, NH.

February 3, 2016 (Snow Date February 4, 2016)

- **First session of annual school district meeting** 7:00 pm at Sanborn Regional High School (Explanation, discussion and debate of each warrant article).

February 9, 2016 (on or before)

- Supervisors of the Checklist to post checklist.

February 12, 2016

- Deadline for SAU to deliver annual report material to printer.

February 27, 2016

- Supervisors of the Checklist to hold checklist correction session.

March 1, 2016

- Annual Report containing final budget and ballot questions available on the school district website (sau17.org) and copies made available to the general public.

March 8, 2016

- **Second session of annual school district meeting. Voting to be conducted by official ballot in each community in conjunction with town meeting voting.**

Town of Kingston, Swasey Gymnasium – 8:00 am – 8:00 pm

Town of Newton, Newton Town Hall – 8:00 am – 8:00 pm

Within 20 days of meeting

- SAU submits MS-22 (report of appropriations voted) to Department of Revenue Administration, Department of Education, and Boards of Selectmen.