

**CISD Budget Calendar
YE 6/30/22**

What	When	Outcome
Set up new year in Skyward	January	Prepare software to accommodate new budget
Send out budget survey	Online beginning Jan. 29, 2021	Survey results to present in May
Establish internal finance committee	2/1/2021	Create budget review processes/allocations
Meet with Directors/Budget Managers	February	Email spreadsheets
Email budget worksheets to Directors/Budget Mgrs	2/10/2021	Email spreadsheets
Meet to discuss Staffing allocations	Ongoing	Staffing planning
Email budget worksheets to Campuses	2/22/2021	Email spreadsheets
Meetings of the internal finance committee	March	Continue budget priorities
Spreadsheets returned to me from Campuses	4/6/2021	Receive spreadsheets
Spreadsheets returned to me from Directors	4/6/2021	Receive spreadsheets
Enter budget requests into Skyward	April	Updated budget in Skyward
Meet with Finance Committee's Board members	May	General understanding of the budget estimates
Present budget workshop to the Board	5/13/2021	Budget workshop
Present preliminary numbers to Board	5/27/2021	Preliminary numbers
Meet with Finance Committee's Board members	June	General understanding of the budget
Present budget workshop to the Board	6/10/2021	Budget workshop
Approve budget by Board	6/24/2021	Approve budgets for GOF, CN, DS