

## The 2012–2013 School Board Budget: An AFE Series

### PART 1

#### The School Board Budget Timeline

**November 2011:** The 2012–2013 district enrollment projections are determined by a third-party consultant. These numbers are based on current enrollment, local birth rate information, and the yearly census sent to each household in Whitefish Bay. These enrollment data will be continually monitored throughout the budgeting process in order to make adjustments as necessary.

**January 2012:** The 2012–2013 preliminary budget projection is presented to the School Board. Shawn Yde, the District’s Director of Business Services, will outline any potential challenges for the upcoming school year’s budget.

**April 2012:** The School Board is asked to approve District staffing levels for the 2012–2013 school year. These staffing levels are based on the earlier determined enrollment projections for the upcoming year.

**May/June 2012:** The School Board is asked to adopt the 2012–2013 District budget for publication. It is at this point that public comment is (most effective) at the School Board meetings relating to the adoption of the budget. In years where there are extraordinary changes being considered in how the District’s money will be spent, the District will sponsor public hearings. Residents are always able to express their views directly to the School Board members throughout the budgeting process. At the School Board meetings there is a time set aside for public comment but the public can also contact School Board members or the Administration with their input. ([School Board](#))

**September 2012:** The 2012–2013 Budget is adopted in one evening, consisting of two consecutive meetings. The Budget Hearing consists of the District administration presenting its final budget for approval by the School Board. Once the budget is officially approved, this meeting is adjourned, to be immediately followed by the District’s Annual Meeting.

The Annual Meeting is run by the villagers of Whitefish Bay and attended by the School Board as members of the community. Community members are asked to set and approve the tax levy for the following year, which is then used to finance the community’s portion of the District’s budget. The final levy amount will be set by the School Board in October.

**“Third Friday” of the 2012–2013 school year:** The District’s official enrollment for the 2012–2013 school year is recorded and sent to the Wisconsin Department of Instruction. This number becomes the basis for the amount of state aid contributed by the state to the District.

**October 2012:** The Department of Instruction certifies the aid numbers for the 2012 – 2013 school year. The District’s administration will make any necessary final adjustments to the District budget if a lower amount of aid is received than expected. The School Board will then certify the official village tax levy at a special Board meeting.