

**Harrisonburg City Public Schools
Budget Development Timeline for FY2025-2026**

November 2024	HCPS Fund managers (principals and supervisors) receive budget preparation information. On-line budget entry portal is open. HCPS fund managers prepare an expenditure budget based on input from staff, parents, advisory committees, historical expenditures, and actual program needs aligned with strategic plan.
December 2024	HCPS fund managers submit expenditure budgets via online portal.
December 2024	Release of Governor's proposed State revenues for K-12 public education.
December 1 - January 1	Senior leadership meetings with principals and directors to review expenditure budgets. HCPS personnel requests are reviewed with directors and principals. Program needs are considered which are aligned with strategic plan.
January through February 2025	Dr. Richards develops a budget proposal based on division goals, required mandates, program needs and revenue forecasts. Dr. Richards receives budget input from advisory groups.
February 2025	General Assembly amends State adopted budget.
February 17, 2025	Advertise public hearing for budget presentation.
March 4, 2025	First draft of HCPS proposed budget presented to board and public hearing.
March 18, 2025	HCPS budget work session
April 10, 2025	HCPS school board meeting and adoption of FY2025-2026 HCPS budget
April 2025	Presentation of FY2025-2026 HCPS budget to City Council
April-May 2025	City's public hearing and first reading of the budget
May 2025	City has additional work sessions if needed
May 2025	City's second reading and adoption of the FY2025-2026 budget
June 3, 2025	Budget discussion and adoption of any budget adjustments with school board

Specific dates are tentative and are subject to change. School Board must approve a budget by first budget meeting in April and the City must adopt a budget by May 31st.