



FY-2024

SOUTHERN LEHIGH SCHOOL DISTRICT

[2023-24 BUDGET CALENDAR]

Louis J. Pepe, MBA, SFO
Director of Business Svc's

Shannon Williams
Staff Accountant

Date(s)	Action	Responsibility
November 15, 2022	School budget templates including Prior Year budget numbers and instructions provided to principals and administrators.	Business Office
November 15 – December 15, 2022	Schools review educational plans and use them to inform budget development.	Schools
November 21, 2022 6:30 pm	BOARD OF EDUCATION MEETING ACT I Index - Resolution to NOT raise taxes for support of the school budget for fiscal year 2023-2024 by more than the index: <ul style="list-style-type: none"> ➤ 2023-2024 index is 4.1% ➤ Calculated by PDE for the Commonwealth of Pennsylvania 	Board
December 19, 2022	All budget templates are due in the Business Office.	Principals/ Administrators
December 20, 2022	Executive Administration Meeting: Review questions attributed to the Budget	Cabinet
January 17-27, 2023	Individual Administrative Reviews with Mr. Pepe and Ms. Williams	Administration
January 23, 2023 PRESENTATION	BOARD OF EDUCATION MEETING The Director of Business Services will discuss the proposed 2023-2024 budgets for: <ul style="list-style-type: none"> ➤ CLIU 21 and LCCC; and ➤ Provide an update on the SLSD FY 2024 Budget Process 	Board/Administration
January 31, 2023	Executive Administration Meeting: Mr. Pepe to review and report to the cabinet on budget submissions.	Cabinet
February 1-28, 2023	The Administration reviews school budgets and resolves problem areas. Schools work with Central Office Administration for any needed Changes	Administration
February 27, 2023 PRESENTATION	BOARD OF EDUCATION MEETING The Director of Business Services will provide an update on the SLSD Budget including the 2022-2023 Lehigh Career and Technical Institute Budget and proposed resolution: <ul style="list-style-type: none"> ➤ LCTI 2023-2024 School Budget for General Operating and Academic Center Funds ➤ LCTI 2023-2024 Budget Adoption Resolution for SLSD 	Board/Administration
March 7, 2023	Executive Administration Meeting: Mr. Pepe to review and report to the cabinet on budget adjustments and progress.	Cabinet
April 18, 2023	Executive Administration Meeting: Mr. Pepe to review the PRELIMINARY with the cabinet	Cabinet
April 24, 2023 PRESENTATION	BOARD OF EDUCATION MEETING The Director of Business Services will present the 2023-2024 PRELIMINARY BUDGET for consideration	Board/Administration
May 22, 2023	BOARD OF EDUCATION MEETING Adoption of the 2023-2024 PRELIMINARY BUDGET	Board

Date(s)	Action	Responsibility
May 23, 2023 (20 days prior to the final budget adoption deadline)	School District to publish the notice in the newspaper of the 2023-2024 PRELIMINARY BUDGET and to make the proposed budget available for public inspection on the General Fund Budget from the CFRS application	Business Office
May 23, 2023 (10 days prior to the final budget adoption deadline)	School District to offer Public Notice of intent to adopt the FINAL BUDGET	Business Office
June 26, 2023	BOARD OF EDUCATION MEETING Adoption of the 2023-2024 FINAL BUDGET Board adopts homestead/farmstead exclusion resolution	Board
June 27, 2023	Upload the signed Certification of Use document in the CFRS application through the PDE Suite.	Business Office

Note: Dates and Presentations are subject to change in accordance with PDE Timeline for Events Related to the 2023-2024 Budget Process.