

**URBANA SCHOOL DISTRICT #116
BUSINESS OFFICE MEMO**

TO: Dr. Donald Owen

FROM: Carol Baker
Chief Financial Officer *CB*

DATE: June 3, 2015

RE: Tentative Budget 2015-16

The Board packet contains a tentative budget for the District for the 2015-16 (fiscal year starting July 1, 2015 and ending June 30, 2016).

The following are dates for developing and adopting the 2015-16 District budget:

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| June 16, 2015 | Adopting of tentative budget. The Board needs a tentative Budget adopted prior to June 30 so that we can operate after July 1. Please review the list of budget assumptions. |
| September 1, 2015 | Public Hearing on the 2015-16 budget. Board Study Session concerning budget. |
| September 15, 2015 | Board approval of final 2015-16 budget. |