


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

TO: Dr. Donald Owen

FROM: Carol Baker  
Chief Financial Officer 

DATE: June 4, 2018

RE: Tentative Budget 2018-19

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The Board packet contains a tentative budget for the District for the 2018-19 (fiscal year starting July 1, 2018 and ending June 30, 2019).

The following are dates for developing and adopting the 2018-19 District budget:

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| June 19, 2018      | 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 4, 2018  | Public Hearing on the 2018-19 budget. Board Study Session concerning budget.   |
| September 18, 2018 | Board approval of final 2018-19 budget.  |