

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

TO: Dr. Donald Owen

FROM: Carol Baker
Chief Financial Officer *CB*

DATE: June 5, 2017

RE: Tentative Budget 2017-18

The Board packet contains a tentative budget for the District for the 2017-18 (fiscal year starting July 1, 2017 and ending June 30, 2018).

The following are dates for developing and adopting the 2017-18 District budget:

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| June 20, 2017 | 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 5, 2017 | Public Hearing on the 2017-18 budget. Board Study Session concerning budget. |
| September 19, 2017 | Board approval of final 2017-18 budget. |