

RSO FY20 Planning & Budgeting Process (P&B)	
Due Date	RSO Milestones
Mon, Nov 05, 2018	Executive Team discusses FY20+ RSO Staffing projections, and P&B timeline and process improvements at Executive Team Meeting
Week of Nov 5, 2018	RSO-facing Exec Team shares out FY20 department staffing with their respective Directors by 11/12
Mon, Nov 12, 2018	P&B Task Force overviews P&B timeline, process improvements & staffing at RSO Leadership Team Meeting
Week of Nov 19, 2018	Finance sends FY20 P&B Timeline & Exec Summary Template to full RSO Leadership Team & RSO Budget Owners (cc's Exec Team)
Mon, Dec 10, 2018	P&B Task Force details review process, team engagement, etc at RSO Leadership Team Meeting
November & December	Chiefs/MDs guide their RSO Budget Owners on their department's priorities
Mid December	Finance launches inquiry to RSO Depts about what line item expenses schools should include in their FY20 Budgets (e.g. curriculum, emergency supplies). Called "RSO Requests of School FY20 Line Item Budgets."
Late December	Winter Break
Fri, Jan 11, 2019	RSO Budget Owners submit DRAFT Department Plan Executive Summaries. Reviewed by C/MD, P&B Task Force & Executive Team.
Thu, Jan 17, 2019	CoS & SLMs review "Impact on or Asks of our Schools" of Departmental Executive Summaries for feedback
Fri, Jan 25, 2019	C/MDs review and provide feedback to their RSO Budget Owners on their Departmental Plans through 03s
Thu, Jan 31, 2019	Tech submits DRAFT FY20 Org Wide Tech Budget
Fri, Feb 01, 2019	RSO Budget Owners submit FINAL Departmental Plan Executive Summaries, & as relevant, RSO Requests of School FY20 Budgets.
Mon, Mar 04, 2019	Finance sends schools the RSO Requests of School FY20 Line Item Budgets
Wed, Mar 06, 2019	Finance Committee Meeting (previews draft FY20 Plan & Budget)
Thu, Mar 14, 2019	Board Meeting (previews draft FY20 Plan & Budget)
Fri, Mar 15, 2019	Tech submits FINAL FY20 Org Wide Tech Budget
Fri, Mar 15, 2019	RSO Budget Owners submit FY20 RSO Line Item Budgets & FY19 Line Item Forecast #2 to P&B Task Force
April/May	RSO BMs share their Departmental Plan & FY20 Budget with their full team
Tue, May 21, 2019	Finance Committee Meeting (endorses FY20 Budget)
Wed, Jun 05, 2019	Board Meeting (approves FY20 Plan & Budget)