

EAST PENN SCHOOL DISTRICT

2025-2026 BUDGET TIMELINE

Budget Planning and Preparation

October 31, 2024	The Business Office will distribute budget worksheets and budget allocations to central office and building leaders
November 13, 2024	Teachers and department chairs submit non-technology requisitions to the appropriate administrator. Principals submit building maintenance requests to the Facilities Director
November 25, 2024	Deadline for Building and CO leaders to submit budgets and priority requests.
December 12, 2024	Building leaders review priority requests during the All Leaders meeting.
December 9-20, 2024	Budget meetings with CO leaders.
December 9-20, 2024	CO leaders will meet to review, discuss, and rank all priority requests.
January 10, 2025	Deadline for draft list of Budget Priorities

Preliminary Budget Process

OPTION A:

*November 11, 2024	Adoption of an “opt out” resolution indicating the District will not raise the rate of any tax by more than its Act 1 index (4.0% for 2025-2026)
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OPTION B:

January 21, 2025	Place a proposed version of the Preliminary Budget on display for public inspection ¹
January 31, 2025	Give public notice of the intent to adopt the Preliminary Budget ¹
*February 10, 2025	Adoption of the Preliminary Budget ¹
February 24, 2025	Preliminary Budget must be submitted to PDE ¹
February 27, 2025	Deadline to publish notice of intent to file for Act 1 exceptions ¹
March 6, 2025	Deadline to seek PDE approval for Act 1 exceptions ¹

¹ Task is not completed if an “opt out” resolution is adopted on or before January 30, 2025.

* School Board Meeting

Final Budget Process

*April 28, 2025	Adoption of the Proposed Final Budget. It must then be made available for public inspection 20 days prior to final adoption and notice of intent must be made 10 days prior to final adoption
May 20, 2025	Deadline to place the Proposed Final Budget on display for public inspection
May 30, 2025	Deadline to give public notice of intent to adopt the Final Budget
*June 9, 2025	Adoption of the Final Budget
* School Board Meeting	

EAST PENN SCHOOL DISTRICT

BOARD MEETING DATES

October 14, 2024 –

October 28, 2024 –

November 11, 2024 – Adopt Act 1 Resolution

December 3, 2024 – Board Organizational Meeting

December 9, 2024 –

January 13, 2025 –

January 27, 2025 – Realignment Project Financing Update

February 10, 2025 – Fund Balance and Revenue Presentation

February 24, 2025 – Expenditure Presentation

March 10, 2025 – Long Range Fiscal & Capital Plan

March 24, 2025 – Priority Presentation #1

April 14, 2025 – Priority Presentation #2 and Comprehensive Budget Update

April 28, 2025 – Adopt Proposed Final Budget

May 12, 2025 – Board Budget Deliberations

May 26, 2025 – NO MEETING

June 9, 2025 – Adopt Final Budget