

FY 2024 BUDGET PROCESS TIMELINE

DATE	TASK	RESPONSIBILITY
Wednesday, October 12, 2022	Budget Committee Meets- provides recommended updates FY2024 Budget Guidelines to Super.	Budget Committee Members
Tuesday, October 18, 2022	Budget Call FY 2024	Superintendent
Tuesday, October 18, 2022	Posting of FY2024 Budget Guidelines on Budget Website	Budget Office
Monday, October 24, 2022	Deadline to submit public hearing date, time, and location to ESCL Office. REF: APPENDIX F.	Principals/Division Heads
October 24-October 28, 2022	Submission of prospective Teacher Reclassification to Human Resources Division	Human Resources Office Division/Principals/Division Heads
October 24 – November 4, 2022	Conduct Public Hearings to Solicit Stakeholder Input for FY 2024 School Budgets. USE FORMS IN APPENDIX E, Post on-line survey	Principals, Budget Office
Friday, November 11, 2022	Deadline to SUBMIT Stakeholder Input for FY2024. (Electronic Surveys)	Principals, Budget Office
November 4-29, 2022	Staffing Pattern Distribution with School Administrators and Division Heads	Human Resources Office Division/Principals/Division Heads
Wednesday, November 30, 2022	Deadline to SUBMIT FY 2024 Budget to Deputy Superintendent of Finance & Administration through the GDOE Budget Office.	Principals/Division Heads
Thursday, December 8, 2022	HOLIDAY Our Lady of Camarin	
December 1- December 16, 2022	Budget Adjustments and Review Prepare Overall FY2024 Budget Packets for submission to the Superintendent of Education & Budget Team meeting with Deputies	Budget Office
December 19-December 23, 2022	Budget Presentation to Management Team	Budget Office, Deputy Superintendents, Superintendent of Education, Principals/ Division Heads
Monday, December 26, 2022	HOLIDAY Christmas Day (Observed) Sun, December 25, 2022	
Monday, January 2, 2023	HOLIDAY New Years' Day (Observed) Sun, January 1, 2023	
Monday, January 16, 2023	HOLIDAY – Martin Luther King, Jr. Day	
TBD	GEB FY2024 Budget Work Sessions	GEB, Superintendent, Deputy Superintendent FAS, Budget Team, Principals
TBD	Final Budget Adjustments, Review and Certification.	Principals/Division Heads, Budget Team
TBD	GEB Adoption of FY 2024 Budget	GEB/Superintendent/Deputy Superintendent FAS
Monday January 30, 2023	Superintendent Submits GDOE FY2024 Budget to the 36 th Guam Legislature & Governor of Guam	Superintendent