

Clatsop Community College Budget Calendar for FY24-25 Budget

OCTOBER

October 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

12 **BOARD: Regular Board Meeting**

NOVEMBER

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

9 **BOARD: Regular Board Meeting**

10 **Veterans' Day (observed 11/11)**

TBD Budget Advisory Committee, TBI or Zoom, 3:00-5:00 p.m.

23-24 **Thanksgiving Holiday**

DECEMBER

December 2023						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

TBD Budget Advisory Committee, TBI or Zoom, 3:00-5:00 p.m.

4-8 **Fall Finals**

14 **BOARD: Regular Board Meeting**

22-31 **Winter Closure**

JANUARY

January 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

TBD x 2 Budget Advisory Committee, TBI or Zoom, 3:00-5:00 p.m.

1 **Winter Closure**

8 First day of Winter term

11 **BOARD: Regular Board Meeting**

15 **Martin Luther King Day**

16 **PC: Distribute Draft Proposed Budget and Annual Renewals for department review/changes (Jan 16 to March 1)**

16-31 **Dept meetings to discuss/revise Draft Proposed Budget. (Due 3/1)**

FEBRUARY

February 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

TBD x 2 Budget Advisory Committee, TBI or Zoom, 3:00-5:00 p.m.

State Revenue Forecast

1-29 **Dept meetings to discuss/revise Draft Proposed Budget. (Due 3/1)**

8 **BOARD: Regular Board Meeting, As needed - Appoint/Reappoint Budget Committee, Appoint Budget Officer**

19 **President's Day**

MARCH

March 2024						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

TBD x 2 Budget Advisory Committee, TBI or Zoom, 3:00-5:00 p.m.

TBD ALL CAMPUS: Budget Forum

BO: Prepare IPEDS Financial Reporting (Due 4/5?)

BO: Prepare Budget Message (Due 4/8)

!!! 1 **PC: Draft Proposed Budget and Annual Renewals - Changes Due**

14 **BOARD: Regular Board Meeting**

15 **PC: Distribute 2nd Draft Proposed Budget for review/changes (Due 4/5)**

18-22 **Winter Finals**

25-29 **Spring Break**

APRIL

TBD ALL CAMPUS: Budget Forum

1 First day of Spring term

!!! 5 **PC: 2nd Draft Proposed Budget Changes Due**

!!! 5 **LAST DAY TO MAKE CORRECTIONS**

8 **BO: Decision to reconvene Budget Committee for Supplemental Budget (\$10,000+?)**

8 **BO: Budget Message Due**

8-12 **EVON: Prepare Proposed Budget & Detail**

11 **BOARD: Regular Board Meeting**

!!! 12 **SUPPLEMENTAL BUDGET \$10,000+? Submit w/ ad for Budget Comm**

!!! 15 **Last Day - Post ad to CCC Website, Budget Committee**

!!! 17 **Last Day - Submit ad, Budget Committee (by 4:00 to run by 4/20)**

15-19 **EVON: Print/Collate/Bind Proposed Budget**

!!! 20 **Last Day - Ad runs, Budget Committee (Astorian publishes T, Th, Sat)**

22 **EVON: Distribute Proposed Budget w/o Budget Msg & post to web**

25 **BC: First Budget Committee Meeting, Receive Budget Message and Public Comment, Approve FY24-25 Budget**

26 **EVON: Post Proposed Budget to Web Page (after meeting) w/Budget Msg**

April 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY

TBD ALL CAMPUS: Budget Forum

2 **BC: Budget Committee Meeting, Receive Public Comment, Approve FY24-25 Budget**

9 **BOARD: Regular Board Meeting**

16 **BC: Budget Committee Meeting, Receive Public Comment, Approve FY24-25 Budget**

23 **BC: Budget Committee Meeting, Receive Public Comment, Approve FY24-25 Budget**

24-June 4 **EVON: Prep Ad & Board Resolutions**

27 **Memorial Day**

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE

!!! 5 **Last Day - Submit ad, Budget Hearing (by 4:00)**

!!! 8 **Last Day - Ad runs, Budget Hearing (Astorian publishes T, Th, Sat)**

13 **BOARD: Budget Hearing, Regular Board Meeting, Adopt FY24-25 Budget**

10-14 **Spring Finals**

14 **Graduation**

19 **Juneteenth**

6/17-28 **Summer Break**

June 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY

11 **BOARD: Regular Board Meeting, Appoint/Reappoint Budget Committee, Appoint Budget Officer**

15 **To Assessor: ED-50 & Resolution(s)**

15 **To HECC: Budget document**

July 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

SEPTEMBER

30 **To County Clerk: Budget document**

Abbreviations Used: BO - Budget Officer; PC - President's Cabinet; BC - Budget Committee

Color Code:

Budget Committee Meeting

Budget Advisory Committee Meeting

College Closed

Finals