

**Allocations Timeline
Planning and Preparation
2026-2027**

December 15-19, 2025	Meet with IT, Finance and Instructional regarding process and timeline
January 20, 2026	District and School Allocation Package to Cabinet
Jan 20 - Feb 6, 2026	Superintendent meets with Cabinet individually regarding Allocations
February 10, 2026	District and School Allocation Draft Due back to Superintendent / Dawn Posey
February 17, 2026	Cabinet Review of 2026-2027 Allocation Package regarding School Allocations
March 5, 2026	Board Meeting - New Job Descriptions Approved
March 9, 2026	Submit 26-27 Allocation Package to Agenda (M. Hayes upload line item sheets only/no backup needed)
March 12, 2026	Agenda posted for Board Members
March 13, 2026	IT releases Focus Tool to Admin
March 16, 2026	Roll Employee Records (IT)
March 16-20, 2026	Instructional Present Draft Allocations to Principals
March 12-24, 2026	Superintendent meets with departments individually
March 24, 2026	Board Workshop for April 2nd Agenda
March 26, 2026	Agenda Published for Public
March 31, 2026	Publish Allocations (48 hour timeline)
April 2, 2026	Board Meeting - Approve Allocation Package / Approve Payroll Calendars