



# Franklin Public Schools

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## FY27 Budget Calendar

### Introduction

The Franklin School Committee is responsible for establishing budget priorities and voting on a budget that aligns with relevant state and federal mandates, as well as the priorities and needs of the Franklin School District. After the School Committee adopts the budget, it must receive final approval from the Finance Committee and the Franklin Town Council.

This document outlines the roles and responsibilities involved in the budget process, provides a timeline for budget development, and details the assumptions and priorities that will guide the School Committee in its discussions and interactions with other town boards throughout the budget process.

The budget for Fiscal Year 2026-2027 (FY27) will begin on July 1, 2026. [Superintendent's Budget Overview FY27](#)

### Budget Roles & Responsibilities

The School Committee and the School administrative staff each have a role in the development of the budget:

#### Superintendent

Develops guidelines for preparing district budget requests, creates revenue projections, reviews budget submissions from Cost Centers, and makes a budget recommendation to the School Committee.

#### School Committee

Establishes the school district's budget policy and priorities, reviews the Superintendent's initial budget request, and approves the final budget recommendation for presentation to the Town Council and Finance Committee.

#### Principals, Assistant Superintendents, and Curriculum Leaders/District Level Department Heads

Develop detailed cost center budgets for non-salary expenses, following budget guidelines and incorporating input from staff.

#### Town Council/Finance Committee

Town legislative bodies responsible for approving the annual operating budget.

## 2026-2027 Budget Process & Calendar

July 1, 2025	Start of Fiscal Year 2025-2026
October 6, 2025	FY27 Budget Workbooks & Guidelines Sent to School Principals and Cost Center Administrators
October 15-24, 2025	School Business Administrator meets with School Principals and Cost Center Administrators to review Budget Workbooks and Requests
October 27, 2025	Budget Requests due to the School Business Administrator
October 28, 2025	Budget Sub-Committee FY27 Budget Overview
Nov 4 - 21, 2025	Superintendent and School Business Administrator meet with School Principals and Cost Center Administrators to review Budget Requests
December 9, 2025	Budget Sub-Committee review of Preliminary FY27 Budget Request and Budget Update to School Committee
December 10-24, 2025	Superintendent's FY27 Budget Request Developed
December 22, 2025	FY27 operating budget proposals/requests are due to the CFO
January 15, 2026	Superintendent "Budget Update" with School Principals and Cost Center Administrators
January 27, 2026	Superintendent Recommended Budget
February 10, 2026	School Committee Budget Public Hearing (only agenda item)
February 24, 2026	School Committee vote to approve a budget
April 6-9, 2026	Finance Committee FY27 Budget hearing
May 20-21, 2026	Town Council FY27 Budget hearings
July 1, 2026	Start of Fiscal Year 2026-2027
Summer	Implementation

### Guidelines for Budget Requests

The School Committee's budget will include a **Level Service Budget** funding request.

### Level Service Budget

The **Level Service Budget** assumes that the district will maintain the same level of services provided in FY26 into FY27, including current school programs, staffing levels, class sizes, and student services. However, it is important to note that the district has experienced staffing reductions in several areas beyond the usual enrollment-based adjustments. As a result, the FY27 Level Service Budget does not fully reflect the same level of service provided in previous years.

The FY27 Level Service Budget includes:

- The total FY26 budget appropriation;
- Statutory or regulatory mandates;
- Personnel step, lane, longevity, and anticipated or projected collective bargaining increases;
- Increases required under other existing contracts;
- Significant inflationary or enrollment-driven increases (e.g., inflationary costs for student supplies or additional staffing needed to maintain student–teacher ratios). These requests should include:
  - Specific dollar increases by line item, and
  - The purpose of the requested increase; and
  - Other items deemed necessary and recommended by the Superintendent.

### **School Committee Budget Assumptions**

The budget is developed based on assumptions and priorities established by the School Committee. It reflects the expectation that the Franklin Public Schools will meet all federal, state, and local mandates, programs, and requirements.

Accordingly, the budget must include sufficient resources and funding to fulfill contractual obligations and mandated programs, including the following:

#### **Special Education**

- Comply with federal requirements to provide a free and appropriate public education (FAPE) to students with disabilities in the least restrictive environment.
- Ensure budget allocations address needs identified through federal and state accountability systems.

#### **English Language Learners (ELL)**

- Meet federal (Title VI, Civil Rights Act) and state (M.G.L. c.71A) bilingual education statutes requiring that Limited English Proficient (LEP) students receive appropriate support services until they can meaningfully participate in the regular education program.
- Address recommendations resulting from Massachusetts Tiered Focused Monitoring (TFM) reviews.

#### **Section 504 and the Americans with Disabilities Act (ADA)**

- Comply with federal mandates to provide reasonable accommodations enabling all individuals—students, staff, and community members—to participate fully in school programs and activities.
- These accommodations may include facility modifications, specialized equipment, instructional or testing adjustments, or health-related supports.

#### **Education Reform Act**

- Provide academic support for the Massachusetts Comprehensive Assessment System (MCAS) and maintain efforts to close achievement gaps for all student groups.
- Comply with state reporting requirements related to financial, pupil, and student data.

#### **Educator Evaluation**

- Promote the professional growth and development of administrators and teachers through multiple measures of student learning.
- Comply with Massachusetts Department of Elementary and Secondary Education regulations (603 CMR 35) governing educator evaluation.