

Bloomington Public Schools' Budgeting for Success Communication Plan

Goal: Create awareness and engage staff and community in the District's long-term financial planning process, including the potential for budget enhancements, shifts and reductions to ensure future financial stability.

Audience	Strategies	Tools/Methods	Person(s) Responsible	Date
BOARD OF EDUCATION	<ol style="list-style-type: none"> 1. APPROVE LONG-TERM FINANCIAL PLANNING PROCESS AND TIMELINE. 2. REVIEW BUDGET ENHANCEMENTS, SHIFTS AND REDUCTIONS. 3. REVIEW PRIORITIZED BUDGET LIST BY BUDGET REVIEW TEAM 4. FACILITATE PUBLIC ENGAGEMENT MEETINGS AS PART OF FINANCIAL PLAN REVIEW PROCESS. 5. APPROVE LONG-TERM FINANCIAL PLAN, BUDGET ENHANCEMENTS, SHIFTS AND REDUCTIONS; MONITOR FINANCIAL PICTURE 	<ol style="list-style-type: none"> 1. WORKSHOP 2. WORKSHOPS AND REGULAR BUDGET MEETINGS 3. WORKSHOP MEETING 4. PUBLIC ENGAGEMENT SESSIONS 5. WORKSHOP AND REGULAR BUDGET MEETINGS 	ROD Z. SCHOOL BOARD SCHOOL BOARD SCHOOL BOARD SCHOOL BOARD	12/15/08 1/20, 2/9, 17 & 24, 3/23 3/30 4/13-14 4/20; APRIL-JUNE
DISTRICT LEADERSHIP (ADMINISTRATIVE CABINET, PRINCIPALS, DEPARTMENT AND BUDGET MANAGERS,	<ol style="list-style-type: none"> 1. UNDERSTAND LONG-RANGE FINANCIAL PLANNING PROCESS. 2. PRESENT LONG-RANGE FINANCIAL PLAN; SEEK SUGGESTIONS FOR BUDGET ENHANCEMENTS, SHIFTS AND 	<ol style="list-style-type: none"> 1. DISTRICT MANAGEMENT MEETING 1A. LABOR MANAGEMENT MEETING 2. STAFF AND PARENT (PTSA) MEETINGS 	LES & AC BRUCE & LES LEADERSHIP	12/18/08 & 2/12 & 2/17 1/5-9

AND UNION REPRESENTATIVES)	<p>3. REVIEW BUDGET ENHANCEMENTS, SHIFTS AND REDUCTIONS.</p> <p>4. COMMUNICATE FINANCIAL PLAN; SEEK ON-GOING FEEDBACK FROM STAFF AND PARENTS.</p>	<p>3. WEEKLY PRINCIPAL AND DEPARTMENT MEETINGS AS DETERMINED BY LEADERSHIP/SUPERVISORS</p> <p>4. STAFF AND PARENT/COMMUNITY MEETINGS</p>	<p>LEADERSHIP</p> <p>LEADERSHIP</p>	<p>WEEKLY (JAN-FEB)</p> <p>3/9-13</p>
BUDGET REVIEW TEAM (3 SUBCOMMITTEES: K-12 SITES, EARLY CHILDHOOD-ADULT PROGRAMS; OPERATIONS)	<p>1. COMMITTEE FORMED</p> <p>2. DEVELOP LISTS OF PRELIMINARY BUDGET ENHANCEMENTS, SHIFTS, AND REDUCTIONS.</p> <p>3. PREPARE LIST OF POTENTIAL ENHANCEMENTS, SHIFTS, REDUCTIONS, AND IMPACT STATEMENTS; CONSOLIDATE AND INTEGRATE OPTIONS.</p> <p>4. REVIEW DATA COMPILED FROM STAFF & PARENT MEETINGS. PREPARE FINAL RECOMMENDATIONS FOR SCHOOL BOARD.</p>	<p>1. MEMBERS INVITED TO JAN. MEETING, PROCESS AND TIMELINE OUTLINED</p> <p>2. SUB-COMMITTEE MEETINGS</p> <p>3. SUB-COMMITTEE MEETINGS</p> <p>4. SUB-COMMITTEE MEETINGS</p>	<p>ROD Z.; BRT</p> <p>COMMITTEE</p> <p>COMMITTEE</p> <p>COMMITTEE</p>	<p>1/6</p> <p>1/15</p> <p>1/27 – 3/3</p> <p>3/24</p>
PARENTS	<p>1. UNDERSTAND (THROUGH PARTICIPATION AND COMMUNICATION) LONG-RANGE FINANCIAL PLANNING PROCESS.</p>	<p>1. PARENT MEETINGS</p> <p>2. SUBMISSIONS VIA DISTRICT WEB SITE & THROUGH NEIGHBORHOOD</p>	<p>PRINCIPALS</p> <p>FINANCE & COMM</p>	<p>1/5-9</p> <p>1/6 - 2/6</p>

	<p>2. BUDGET ENHANCEMENTS, SHIFTS OR REDUCTION RECOMMENDATIONS SOLICITED & PROVIDED.</p> <p>3. REVIEW BUDGET ENHANCEMENTS, SHIFTS AND REDUCTIONS; PROVIDE SUGGESTIONS FOR PRIORITIZING AND IMPACTS.</p>	<p>3. PARENT MEETINGS AND PUBLIC ENGAGEMENT SESSIONS</p>	<p>RELATIONS</p> <p>PRINCIPALS</p>	<p>3/9-13 & 4/13-14</p>
COMMUNITY	<p>1. UNDERSTAND (THROUGH PARTICIPATION AND COMMUNICATION) LONG-RANGE FINANCIAL PLANNING PROCESS.</p> <p>2. REVIEW BUDGET ENHANCEMENTS, SHIFTS AND REDUCTIONS; PROVIDE SUGGESTIONS FOR PRIORITIZING AND IMPACTS.</p>	<p>1. DISTRICT COMMUNICATION, INCLUDING SUPT'S LETTER, WEB SITE, <i>SCHOOL PAGES</i>, ETC.</p> <p>2. SCHOOL-BASED MEETINGS & PUBLIC ENGAGEMENT SESSIONS; ON-GOING COMMUNICATIONS</p>	<p>LES; COMM RELATIONS</p> <p>SCHOOL BOARD; COMM RELATIONS</p>	<p>12/16/08 & 1/5-9; FEB.</p> <p>3/9-13, 4/13-14; ON-GOING</p>
MEDIA	<p>1. INFORM/EDUCATE CONCEPTUAL LONG-RANGE FINANCIAL PLAN.</p> <p>2. UPDATE INFORMATION AS PROCESS PROCEEDS.</p>	<p>1. MEDIA RELEASES; SUPT'S OP-ED PIECE, ONE-ON-ONE MEETING W/ SUN CURRENT REPORTER (SEEK EDITORIAL SUPPORT)</p> <p>2. MEDIA RELEASES; ONE-ON-ONE MEETINGS.</p>	<p>COMM RELATIONS</p> <p>COMM RELATIONS</p>	<p>12/15-22; 1/22 (OP ED)</p> <p>ONGOING</p>