

2023-2024 Budget Development Calendar - ADOPTED

<u>Date</u>	<u>Action/Comments</u>
October 2022	<ul style="list-style-type: none"> • CBAC application developed • CBAC meeting dates determined
November 2022	<ul style="list-style-type: none"> • Preliminary Fund Balance projection
December 2022	<ul style="list-style-type: none"> • Announce CBAC members • Updated Fund Balance provided to BOE • Preliminary Tax Cap projection • Building & Department budget discussions with Administrators
January 2023	<ul style="list-style-type: none"> • Update Fund Balance projection, Tax Cap Calculation & Revenue forecast w/Governor's Aid projection (if available) • Building & Department budget discussions with Administrators continued • CBAC Meeting #1
February 2023	<ul style="list-style-type: none"> • Update BOE on Budget
March 2023	<ul style="list-style-type: none"> • CBAC Meetings #2 & #3
March 1, 2023	District must file its Tax Levy Limit calculation with the Office of the State Comptroller
March 8, 2023 - BOE Work Session	Presentation of Budget Overview and Non-Instructional Budget
March 15, 2023 - BOE Regular Meeting	Presentation of Instructional Budget
Publication of Legal Notice - Budget Vote 1st - March 29, 2023 2nd - April 12, 2023 3rd - April 26, 2023 4th - May 10, 2023	Legal notice of date, time and place of School Budget Hearing and Annual budget Vote/Election. Must advertise 4 times within 7 weeks with the first legal notice published at least 45 days before the Annual Budget Vote. Notice should appear in two general circulation newspapers.
April 12, 2023 - BOE Work Session	CBAC Report to BOE

April 17, 2023 - no later than 5 p.m.	Deadline to Submit Nominating Petitions for BOE candidacy to District Clerk
April 18, 2023 - BOE Regular Meeting	<ul style="list-style-type: none"> • Budget Adoption - (prior to April 21, 2023) BOE must adopt budget in time to prepare and submit property tax report card (see below) • BOCES Budget Vote (BOE vote not required but vote must be held on this date to be counted)
April 19, 2023	Property Tax Report Card submitted to NYS Education Department and local newspapers of record by the end of the next business day following adoption of the report card, but no later than 24 days prior to Budget Vote (4/24/23).
April 26, 2023	Budget and required documents must be made available to voters, upon request, at each school building, the District office, public library and on the District's website at least 7 days before the Budget Hearing date and at least 14 days before the Budget Vote.
May 3, 2023	Public Budget Hearing (must be 7-14 days prior to budget vote)
May 10, 2023	Mail 6-day budget notice to all qualified voters after the Budget Hearing, but no later than six days prior to Budget Vote.
May 16, 2023	Annual Meeting Statewide Budget Vote & Board of Education Election
June 20, 2023	Budget Re-vote if necessary (additional meetings and other requirements would apply)

Adopted by BOE: November 16, 2022