

***PROPOSED 2018-19 BUDGET CALENDAR***

|                 | <b>BOE Meeting Dates</b> | <b>BOE Info/Action</b>   |
|-----------------|--------------------------|--|
| <b>November</b> | <b>16th</b>              | Budget Overview and Introduction to Administrators<br>Begin Budget Discussions with B&G, Facilities, Transportation & Cafeteria<br>Review BOCES initial requests w/Administrators  |
|                 | 16-Nov                   |  |
| <b>December</b> | <b>7th</b>               |  |
|                 | 7-Dec                    | BOE adopt 2017-18 Budget Calendar<br>Administrative Discussions (Coding/Contracts/Curriculum/Classes) In-depth work w/B&G, etc...<br>Superintendent Discussion (Tax Levy, Staff Rollover #'s, Programming & Initiatives)<br>Establish Deadlines with Administrators & Dept Heads for Budget Requests |
| <b>January</b>  | <b>18th</b>              | Individual Review of Budgets (Instructional & Support Services)  |
|                 | 18-Jan                   | Proposed State Aid Discussion & Analysis<br>Intro Budget Info to BOE<br>Enter Final Discussions with Administrators for Instructional Budget   |
| <b>February</b> | <b>1st &amp; 15th</b>    |  |
|                 | 1-Feb                    | Capital Component Presentation to BOE<br>Intro Budget Info to BOE (State Aid, Tax Cap & Tax Levy, Rollover #'s )<br>Work with Superintendent to Finalize BOE Budget Recommendation   |
|                 | 15-Feb                   | Administrative Component Presentation to BOE/Tax Levy Discussion<br>Tax Levy Limit Calculations to OSC/ Review of Annual Meeting Resolution (due by 3/1)<br>Review Fund Balance Projections & Reserve Funds  |
| <b>March</b>    | <b>1st &amp; 15th</b>    |  |
|                 | 1-Mar                    | Program Component Presentation to BOE/Nominating Petitions Available<br>BOE Budget Review and Approval of Annual Meeting Resolution<br>Superintendent Review of Budget   |
|                 | 15-Mar                   | Final Overview of Budget with BOE/Possible Adoption  |

**April**

**5th & 17th**

|        |  |
|--------|--|
| 5-Apr  | Review of Budget/State Aid Update/<br>4/5 BOE BUDGET ADOPTION DEADLINE<br>4/16 Nominating Petitions Due/ 4/23 Property Tax Report Card to NYSED/Absentee Ballots Available |
| 17-Apr | BOCES Budget Vote  |

**May**

**1st & 15th**

|        |   |
|--------|---|
| 1-May  | 5/1 Annual Budget Hearing/ Budget Available to Residents<br>5/8 & 9 Voter Registration 4-8 pm/5/9 Deadline for Mailing Budget Notice/5/10 Last Day for Voter Registration |
| 15-May | Budget Vote 1-8 pm/BOE Meeting to follow  |