

2022-2023 Budget Development Calendar

| <u>Date</u> | <u>Action/Comments</u> |
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| October 2021 | <ul style="list-style-type: none"> • CBAC application developed • CBAC meeting dates determined |
| November 2021 | <ul style="list-style-type: none"> • Preliminary Fund Balance projection |
| December 2021 | <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 2022 | <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 2022 | <ul style="list-style-type: none"> • Update BOE on Budget • CBAC Meeting #2 |
| March 2022 | <ul style="list-style-type: none"> • CBAC Meeting #3 |
| March 1, 2022 | District must file its Tax Levy Limit calculation with the Office of the State Comptroller |
| March 9, 2022 - BOE Work Session | Presentation of Budget Overview and Non-Instructional Budget |
| March 16, 2022 - BOE Regular Meeting | Presentation of Instructional Budget |
| Publication of Legal Notice - Budget Vote 1st - March 30, 2022 2nd - April 13, 2022 3rd - April 27, 2022 4th - May 11, 2022 | 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. |

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| April 6, 2022 - BOE Work Session | CBAC Report to BOE |
| April 18, 2022 - no later than 5 p.m. | Deadline to Submit Nominating Petitions for BOE candidacy to District Clerk |
| April 19, 2022 - BOE Regular Meeting | <ul style="list-style-type: none"> • Budget Adoption - (prior to April 22, 2022) 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 20, 2022 | 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 (4/25/22). |
| May 3, 2022 | 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 10, 2022 | Public Budget Hearing (must be 7-14 days prior to budget vote) |
| May 11, 2022 | Mail 6-day budget notice to all qualified voters after the Budget Hearing, but no later than six days prior to Budget Vote. |
| May 17, 2022 | Annual Meeting Statewide Budget Vote & Board of Education Election |
| June 21, 2022 | Budget Re-vote if necessary (additional meetings and other requirements would apply) |

Adopted 11/17/21