



2023-2024 BUDGET DEVELOPMENT CALENDAR

August - October		Begin process of updating Long-Range Plans with Administration.
Tuesday, October 11, 2022	Board of Education 7:30 pm	Present 2023-24 budget calendar and budget development procedures to the Board of Education for Adoption.
Monday, October 24, 2022	Zoom Meeting 7:00 pm	Community Input – Long Range Plan/Budget
Friday, October 28, 2022		Meet with budget builders and distribute budget guidelines.
Friday, December 9, 2022		Budget builders submit budgets to Business Office.
Tuesday, January 3, 2023	Finance Committee 6:30 pm	Presentation of draft Strategic Long-Range Plan.
Monday, January 9, 2023	Board of Education 7:30 pm	Presentation of <i>Strategic Long-Range Plan</i> .
December - January		Meet with budget builders throughout the month.
Monday, February 13, 2023	Board of Education 7:30 pm	<i>Instructional budget</i> presentation.
Monday, February 27, 2023	Board of Education Zoom Meeting 7:00 pm	<i>Non-instructional</i> budget presentation: Athletics, Facilities, Food Service, Technology, and Transportation.
Wednesday, March 1, 2023		Submit Tax Levy Limit calculation to Office of the State Comptroller, Tax & Finance and SED.
Monday, March 6, 2023	Finance Committee 6:30 pm	Presentation of draft Preliminary Superintendent’s budget.
Monday, March 13, 2023	Board of Education 7:30 pm	Presentation <i>Preliminary Superintendent’s Budget</i> .
Monday, March 27, 2023	<i>Board of Education, if necessary</i>	Budget workshop with Board of Education and Administration.
March 28 – March 31, 2023		Legal notice of date, time and place of School Budget Hearing and Annual Budget Vote. Must advertise 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the Annual Budget Vote. Notice should appear in 2 general circulation newspapers.
Monday, April 10, 2023	Board of Education High School 7:30 pm	Board of Education <u>Adoption</u> of 2023-24 Budget & Property Tax Report Card.
Monday, April 17, 2023		Last day to submit petitions for propositions to be placed on the ballot.
April 17 - May 9, 2023		District Clerk must mail an absentee ballot to every qualified voter who requests one. The ballot must be mailed no earlier than 30 days or later than 7 days prior to the election day.
Monday, April 24, 2023		Property tax report card submitted to SED and local newspapers of general circulation.
Wednesday, April 26, 2023		Submission of petitions for Board of Education candidates.
Tuesday, May 2, 2023		Budget Statement and required attachments are available, upon request, at each school building and at the district office, public or free association library and on the district’s website.
Monday, May 8, 2023	Board of Education 7:30 pm	Budget Hearing: Budget Statement (including required attachments) must be made available. The budget must be presented at the hearing in plain language and in 3 components: Administrative, Program & Capital.
Wednesday, May 10, 2023		Mail budget notice and budget newsletter to eligible voters after the Budget Hearing, but no later than 6 days prior to the Budget Vote day.
Monday, May 15, 2023		District Clerk must maintain list of the names of all individuals provided with absentee ballots.
Tuesday May 16, 2023 Noon to 9 pm	Budget Election & Vote	Annual Meeting - School Budget Vote, Propositions, and Board of Education Election.
Wednesday, May 17, 2023	Board of Education 5:30 pm	Acceptance of the results of the School Budget Vote, Propositions, and Board of Education Election.