

## GLEN COVE SCHOOL DISTRICT

### 2012 – 2013 BUDGET DEVELOPMENT TIMETABLE

ADOPTED BY BOE – DECEMBER 12, 2011

Wednesday, November 30, 2011	Deputy Superintendent finalizes and presents a roll-over budget for estimated revenues and appropriations.
Tuesday, December 6, 2011	Budget discussion with Superintendent's Cabinet conclude.
Monday, December 12, 2011	Roll-over budget released to Board of Education.
Monday, January 9, 2012	Board of Education commences preliminary discussion of roll-over budget.
Monday, January 23, 2012	Board of Education begins discussions of potential budget cuts in executive session regarding personnel.
Friday, January 27, 2012	Administrators submit add alternate recommendations beyond zero based allocations for 2012 – 2013 with justifications and budget estimates.
Monday, February 13, 2012 <b>(regularly scheduled meeting)</b>	Public Budget Presentation Workshop with Board of Education: General Support, Pupil Transportation, Community Services and Undistributed Expense.
Monday, February 27, 2012 <b>(regularly scheduled meeting)</b>	Public Budget Presentation Workshop with Board of Education: Curriculum and Instruction.
Thursday, March 1, 2012	Submission of tax levy limit to NYS Comptroller, Commissioner of Education and Commissioner of Taxation (as per property tax cap legislation).
Monday, March 12, 2012 <b>(regularly scheduled meeting)</b>	Board of Education discusses budget revenues, appropriations and potential budget cuts in public.
Monday, March 26, 2012 <b>(regularly scheduled meeting)</b>	Board of Education discusses budget revenues, appropriations and potential budget cuts in public.
Monday, April 16, 2012	Last day to submit voter propositions.
Wednesday, April 18, 2011	Board of Education discusses and <b>adopts</b> budget.
Thursday, April 19, 2012	Property Tax Report Card must be submitted to SED (Submit to SED within 24 hours of the BOE's budget adoption but no later than 4/23).
Wednesday, April 25, 2012	Last day for filing candidate petitions.
Thursday, April 26, 2012	District Clerk reviews petitions/drawing for ballot positions.
Tuesday, May 1, 2012	Proposed budget available to public with property tax report card attached.
May 3 – 10, 2012	Budget brochures mailed to residents.
Tuesday, May 8, 2012	Public Budget Hearing (Not less than 7 days and more than 14 days prior to budget vote).
Tuesday, May 8, 2012	Absentee ballot application must be received by the District Clerk if ballot is to be mailed.
Wednesday, May 9, 2012	School Budget Notice mailed to residents – day after budget hearing but no later than 6 days prior to vote.
Monday, May 14, 2012	Absentee ballot application must be received by the District Clerk if the ballot is to be hand delivered.
<b>Tuesday, May 15, 2012</b>	<b>ANNUAL MEETING – BUDGET VOTE AND ELECTION</b> /Budget and Property Tax Report Card available at polling sites.