

**MOUNT VERNON CITY SCHOOL DISTRICT  
Budget Calendar 2023-2024**

DATE	ACTIVITIES
Tuesday, November 8, 2022	Present 2023-24 budget calendar and budget development procedures to the Board of Education for adoption
November 2022	Meet with budget builders and distribute budget guidelines
December 2022	Meet with finance committee (preliminary budget presentation by budget builders)
January 2023	Meet with finance committee and or Board of Education (on parameters)
January 2023	Meet with budget builders various throughout the month
February 2023	Brief Board on Administration Components of Budget
February 2023	Brief Board on Capital Components of Budget
February 2023	Brief Board on Instructional Components of Budget
February 14, 2023	Appointment of Election Inspectors for Budget Vote
<i>March 1, 2023</i>	<i>Submit 2023-24 calculation for Tax Levy Limit to NYS Comptroller, Tax and Finance and SED</i>
March 2023	BOCES Service Request Prepared
March 2023	Present 2023-24 operational and general support budget to the Board of Education for review and comment (Operations & Maintenance, Transportation and General Support)
March 2023	Present 2023-24 debt service and employee benefits budget to the Board of Education for review and comment
March 2023	Present 2023-24 instructional and special education budget to the Board of Education for review and comment
<i>Friday, March 31, 2023</i>	<i>Post first of four required legal notices of budget hearing and vote</i>
April 2023	Finalize 2023-24 educational plan and budget (including BOCES budget) last date is April 21, 2023; the last date to submit the Property Tax Report Card is April 24, 2023
<i>Monday, April 17, 2023</i>	<i>Proposition petitions due / Inform candidates of legal requirements</i>
<i>Tuesday, April 18, 2023</i>	<i>Adopt Proposed 2023-24 Budget by Board of Education (4/24/23 - Last Date)</i>
<i>Tuesday, April 18, 2023</i>	<i>SW BOCES Administrative Budget and Trustee(s) Vote</i>
<i>Tuesday, April 18, 2023</i>	<i>Board Adopts Budget for 2023-2024 and Property Tax Report Card (Last Date to Submit to NYS 4/24/2023)</i>
<i>Wednesday, April 19, 2023</i>	<i>Post second of four required legal notices of budget hearing and vote</i>
<i>Wednesday, April 19, 2023</i>	<i>Transmit to SED and local newspapers of Property Tax Report Card (4/24/2023 - Last Date)</i>
<i>Monday, April 24, 2023 (Last Date)</i>	<i>Submit to NYS Property Tax Report Card</i>
Wednesday, April 26, 2023	Budget Statement and Attachments available upon request (Last Date 5/2/23)
Wednesday, April 26, 2023	Petitions for Board of Education candidates due (small City)
Thursday, April 27, 2023	Selection of Candidates' Placement on the Ballot at 4:00 p.m. - Education Center
<i>Monday, May 1, 2023</i>	<i>Post third of four required legal notices of budget hearing and vote</i>
<i>Tuesday, May 2, 2023</i>	<i>Voter Registration Day (last date)</i>
<i>Tuesday, May 2, 2023</i>	<i>District-Wide Budget Hearing at 6:00 p.m. - Education Center ; Board Meeting at 7:00 p.m.</i>
Thursday, May 4, 2023	Required Budget Notice and Budget Newsletter mailed (Last Date May 10, 2023)
Tuesday, May 9, 2023	Absentee ballot application must be received if absentee ballot is to be mailed
<i>Tuesday, May 9, 2023</i>	<i>Post fourth of four required legal notices of budget hearing and vote</i>
<i>Tuesday, May 16, 2023</i>	<i>Annual Meeting (VOTE for Budget and Proposition(s) and elect Board)</i>
<i>Tuesday, May 16, 2023</i>	<i>Board of Education meets to accept results of Annual Election</i>
<i>Tuesday, June 20, 2023</i>	<i>Statewide Budget Revote day</i>
<i>Saturday, July 1, 2023</i>	<i>Start of 2022-23 Budget Year</i>

**Board of Education Adoption:**

*Italics* are legally defined dates.