

GLEN COVE SCHOOL DISTRICT

**2013 – 2014 BUDGET DEVELOPMENT TIMETABLE
REVISED**

Friday, November 20, 2012	Deputy Superintendent finalizes and presents a roll-over budget for estimated revenues and appropriations.
Tuesday, December 4, 2012	Budget discussion with Superintendent's Cabinet concludes.
Friday, December 14, 2012	Roll-over budget released to Board of Education.
Monday, January 7, 2013 (regularly scheduled meeting)	Board of Education commences preliminary discussion of roll-over budget.
Monday, January 28, 2013 (regularly scheduled meeting)	Board of Education begins discussions of potential budget cuts in executive session regarding personnel.
Friday, February 1, 2013	Administrators submit add alternate recommendations beyond zero based allocations for 2013 - 2014 with justifications and budget estimates.
Monday, February 11, 2013 (regularly scheduled meeting)	Budget Presentation Workshop with Board of Education on all sections of the budget.
Monday, March 4, 2013	Budget Discussion with Board of Education.
Friday, March 1, 2013	Submission of tax levy limit to NYS Comptroller, Commissioner of Education and Commissioner of Taxation (as per property tax cap legislation).
Monday, March 18, 2013 (regularly scheduled meeting)	Board of Education discusses budget appropriations and potential budget cuts in public.
Monday, April 8, 2013	Last day to submit voter propositions.
Monday, April 22, 2013 (regularly scheduled meeting)	Board of Education discusses and adopts budget.
Tuesday, April 23, 2013	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 April 27, 2013).
Friday, April 26, 2013	District Clerk reviews petitions/drawing for ballot positions.
Wednesday, May 1, 2013	Last day for filing candidate petitions.
May 3 – 10, 2013	Budget brochures mailed to residents.
Tuesday, May 7, 2013	Proposed budget available to public with property tax report card attached.
Tuesday, May 7, 2013	Public Budget Hearing (Not less than 7 days and more than 14 days prior to budget vote).
Wednesday, May 8, 2013	School Budget Notice mailed to residents – day after budget hearing but no later than 6 days prior to vote.
Tuesday, May 14, 2013	Absentee ballot application must be received by the District Clerk if ballot is to be mailed.
Monday, May 20, 2013	Absentee ballot application must be received by the District Clerk if the ballot is to be hand delivered.
Tuesday, May 21, 2013	ANNUAL MEETING – BUDGET VOTE AND ELECTION – budget vote and school board election tally results – 9:00 pm at the high school.

Approved: November 26, 2012