



2024-2025 BUDGET DEVELOPMENT CALENDAR

August - October		Begin process of updating Long-Range Plans with Administration.
Tuesday, October 10, 2023	Board of Education 7:30 pm	Present 2024-25 budget calendar and budget development procedures to the Board of Education for Adoption.
Monday, October 23, 2023	Zoom Meeting 7:30 pm	Community Input – Long Range Plan/Budget
Friday, November 3, 2023		Meet with budget builders and distribute budget guidelines.
Friday, December 15, 2023		Budget builders submit budgets to Business Office.
Wednesday, January 3, 2024	Finance Committee 6:30 pm	Presentation of draft Strategic Long-Range Plan.
Monday, January 8, 2024	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 12, 2024	Board of Education 7:30 pm	<i>Instructional budget</i> presentation.
Monday, February 26, 2024	Board of Education Zoom Meeting 7:30 pm	<i>Non-instructional</i> budget presentation: Athletics, Facilities, Food Service, Technology, and Transportation.
Friday, March 1, 2024		Submit Tax Levy Limit calculation to Office of the State Comptroller, Tax & Finance and SED.
Monday, March 4, 2024	Finance Committee 6:30 pm	Presentation of draft Preliminary Superintendent's budget.
Monday, March 11, 2024	Board of Education 7:30 pm	Presentation <i>Preliminary Superintendent's Budget</i> .
Monday, April 1, 2024	<i>Board of Education, if necessary 7:30 pm</i>	Budget workshop with Board of Education and Administration.
Friday, April 5, 2024		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 8, 2024	Board of Education High School 7:30 pm	Board of Education <u>Adoption</u> of 2024-25 Budget & Property Tax Report Card.
Monday, April 22, 2024		Last day to submit petitions for propositions to be placed on the ballot.
April 22 - May 14, 2024		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 29, 2024		Property tax report card submitted to SED and local newspapers of general circulation.
Wednesday, May 1, 2024		Submission of petitions for Board of Education candidates.
Friday, May 3, 2024		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 13, 2024	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 15, 2024		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 20, 2024		District Clerk must maintain list of the names of all individuals provided with absentee ballots.
Tuesday, May 21, 2024	Budget Election & Vote Noon to 9:00 P.M.	Annual Meeting - School Budget Vote, Propositions, and Board of Education Election.
Wednesday, May 22, 2024	Board of Education 5:30 pm	Acceptance of the results of the School Budget Vote, Propositions, and Board of Education Election.