

**HERRICKS PUBLIC SCHOOLS  
2021-2022 ELECTION OF TRUSTEES & BUDGET VOTE  
SCHEDULE OF EVENTS**

October 8, 2020	Present 2021 - 2022 budget calendar and budget development procedures to the Board of Education (“BOE”) for adoption
November 5, 2020	Department and Building Leaders submit 1 <sup>st</sup> budget draft
November 9-30, 2020	Meet with Department and Building Leaders to review 1 <sup>st</sup> budget draft
December – February	Continuous collaboration with parents, other community members and groups, faculty, BOE and administration regarding budget development
January 14, 2021	Present 2021 – 2022 preliminary budget assumptions to the BOE
February 25, 2021	Budget Presentation #1
March 1, 2021	Submit 2021-2022 calculation for tax levy limit to Office of State Comptroller, Tax and Finance, and SED
March 11, 2021	Budget Presentation #2
March 11, 2021	Board adopts Legal Notice for first publication on March 30 – April 3. Must advertise four times within seven weeks of the vote with first publication 45 days before date of budget vote
March 19, 2021	Last day for filing propositions by qualified voters that are to be included in the Notice of the Annual Meeting in accordance with Policy #2200. Signatures required 246
March 25, 2021	Budget Presentation #3
March 30-April 3	First publication of Legal Notice of school budget hearing and budget vote. Must advertise four times within seven weeks of the vote with first publication 45 days before date of budget vote. [Start publication of Notice of Annual Election to be followed by publications on April 14-16, April 28-30 and May 12- in The New Hyde Park Herald Courier, Illustrated News & Williston Times]
April 2021	Prepare absentee ballot applications, absentee ballot, related envelopes, and directions. Obtain and use locked ballot box for absentee ballots
March/April 2021	Appointment of clerks and inspectors of elections for budget vote
April 8, 2021	Budget Presentation #4 and proposed 2021 – 2022 budget and Property Tax Report Card approved by BOE
April 9, 2021	Property tax report card must be submitted to State Education Department within 24 hours of budget adoption, but no later than April 26, 2021.
April 20, 2021	Regular Board of Education & BOCES Meeting

**May 18, 2021 Budget Vote**

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April 19, 2021	Last day to receive nominations from candidates by 5 p.m. in the District Clerk's Office. Signature required 98. Ed. Law 2018. (30 days before election) Inform candidates of legal requirement for all candidates for election to Board of Education to file sworn statements of campaign contributions and distribute informational material. First sworn statement to be filed with the District Clerk and Commissioner of Education thirty days prior to vote date
April 19, 2021	Last day for filing proposition by qualified voters which are not to be included in the Notice of Annual Election. Signatures required, 246 (Ed. Law 2035 and Board of Education Policy #2200).
April 20, 2021	Determination of placement of a candidate's name on the ballot by drawing by lot: Ed. Law 2031. (Candidate or representative may be present for drawing at 9 a.m. in the District Clerk's Office.)
April 23, 2021	Last day for distribution of military ballots
April 29, 2021	Budget Statement and required attachments shall be completed 7 days before budget hearing.
May 5, 2021	Mail district newsletter (include full disclosure information)
May 2021	Prepare ballots and other materials needed for vote
May 4, 2021	Meeting of the Board of Registry to register voters: Ed. Law 2014 (4p.m. to 8 p.m.) at the Herricks Community Center.
May 6, 2021	Budget Hearing Budget statement and required attachments made available upon request to the residents of the district in each school, at any public or free association library within the District and on the District's website during the period of 14 days immediately preceding the Annual Meeting/Election.: Ed. Law §1716.
May 7, 2021	Budget notice must be mailed to eligible voters after the budget hearing, but no later than six days prior to the vote.
May 11, 2021	Last day to submit to the District Clerk an application for absentee ballot, if the ballot is to be mailed to the voter.
May 12- 17, 2021	District Clerk must maintain a list of names of those residents who were given absentee ballots and make such list available for public inspection the five days prior to the annual meeting except Sunday. (Public posting no longer required)
May 13, 2021	Last day to register to vote at the Office of the District Clerk (In the Herricks Community Center): Ed. Law 2015. A second board candidate expenditure statement due in District Clerk's Office. (Candidates must also report within 24 hours any contributions and loans in excess of \$1,000 received by the candidate within 5 days prior to the election. Another expenditure statement must also be sent to the Commissioner of Education.)
May 13, 2021	First day Voter Register open for public inspection. Ed. Law 2015.
May 15, 2021	Voter Register opened for public inspection from 9:00 a.m. to 11:00 a.m. by appointment only.

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May 17, 2021	Last day to submit to the District Clerk an application for absentee ballot if the ballot is to be delivered personally to the voter at the Office of the District Clerk.
May 18, 2021	Statewide annual meeting/board election/budget vote day. All absentee ballots to be counted must be returned to the Office of the District Clerk by 5 p.m. Ed. Law 2002.
June 7, 2021	Last date to file with District Clerk and the Commissioner of Education final sworn statement of campaign contributions by candidates for membership on the Board of Education.
June 15, 2021	State-wide budget revote day
July 1, 2021	Implement 2021 – 2022 Budget

**May 18, 2021 Budget Vote**