

TIMELINE FOR REGIONAL BOARD OF EDUCATION
BUDGET DEVELOPMENT FOR BUDGET YEAR
2024-2025

- December 12, 2023** (Tuesday) **MEETING W/CHAIRMEN TOWN BOARD OF FINANCE:**
Budget Input: (5:30 p.m. – Library Media Center – Selectmen, Board of Finance
Chairs, RSD#7 BOE Chair, RSD #7 Administration)
- February 28, 2024** (Wednesday) **BUDGET WORKSHOP:**
Board receives Superintendent’s overview, begins general discussion. **(Regular
BOE Mtg.)** 6:00 pm-Media Center
- March 6, 2024** (Wednesday) **BUDGET WORKSHOP: (Special Meeting - Input from invited Town
Boards and Officials):** 6:00 p.m. Media Center
- March 13, 2024** (Wednesday) – **Regular Board of Education Meeting** – Media Center
– Possible budget discussions – 6:00 p.m.
- March 16, 2024** (Saturday) **BUDGET WORKSHOP: With New Hartford Board of Finance**
– New Hartford Town Hall - **8:00 a.m.**
- March 20, 2024** (Wednesday) – First Informal Town Presentation –COLEBROOK - Town Hall -
7:00 p.m.
- March 27, 2024** (Wednesday) – Second Informal Town Presentation – NORFOLK – Botelle
School, Cafeteria – **6:30 p.m.** (Regular BOE meeting to follow) - **7:00 p.m.**
• **MOTION: Adoption of Call of Budget Hearing** (*Must have time to post in
paper 5 days before Budget Hearing newspaper*)
• **MOTION: Adoption of Referendum Question**
(*Possible Motion to cancel April 10th meeting, or move to April 4th*)
- April 3, 2024** (Wednesday) – Third Informal Town Presentation – NEW HARTFORD – Town
Hall, New Hartford Senior Center (In conjunction with New Hartford Public
Budget Hearing) **7:00 p.m.**

- April 4, 2024** (Thursday) – Fourth Informal Town Presentation – **BARKHAMSTED** – Barkhamsted Elementary – Cafeteria (In conjunction with Barkhamsted Public Budget Hearing) – **7:00 p.m.** (Special BOE meeting to follow for Adoption of Budget to take to Budget Hearing) – **7:00 p.m.**
- **MOTION: Adoption of Budget to take to “Annual Regional Budget Hearing”, after last town presentation.**
 - **MOTION: Move 2nd April Meeting (cancel April 24) to follow “Annual Regional Budget Hearing” (April 22th).**
- April 10, 2024** (Wednesday) – Regular Board of Education Meeting – Media Center – (Possibly cancel? or move to April 4th) – 6:00 p.m.
- April 15 – 19, 2024** April Vacation
- April 22, 2024** (Monday) **REGIONAL BUDGET HEARING to ADOPT BUDGET TO GO TO DISTRICT BUDGET MEETING** (Regular BOE meeting to follow) – Little Theater – 7:00 p.m.
- **MOTION: Adoption of Budget to take to “District Budget Meeting”**
 - **MOTION (Call)***
 - a) Sets Date of final “District Budget Meeting”
 - b) Sets Date of Referendum
- * Both in specific “Adopt the Call” Motion w/specific wording*
- **MOTION: Authorization of Explanatory Text for 2024/2025 Budget - * include Draft in Supt. Agenda Update – Technically this only authorizes Treasurer to do it.**
 - *Hearing Must be No Less than 2 weeks prior to District Budget Meeting*
 - *Notice of District Hearing needs to be published in newspaper (at least 5 days prior)*
- April 24, 2024** (Wednesday) – Regular Board of Education Meeting - Media Center – 6:00 p.m.
***Board Cancelled in 2023* - Move to April 22nd following Annual Regional Budget Hearing.**
- May 6, 2024** (Monday) - **DISTRICT BUDGET MEETING** - R7 Little Theatre – 7:00 p.m.
- **Moderator the call for the meeting and referendum**
 - *“District Budget Meeting” must be legally noticed in paper*
 - *“District Budget Meeting” is First Monday in May*
 - *5 days before Budget Meeting “a reasonable number” of copies of final budget must be delivered to towns*
- May 7, 2024** (Tuesday) - Referendum (if designated by Board or by Petition)
- *First Tuesday in May (day after Budget Meeting)*