



Elmsford Union Free School District Budget Calendar for Fiscal Year 2023-2024

Date	ACTIVITY
August 2022	Board of Education Goal Setting
September 14, 2022	Board Approval of 2022-2023 Budget Calendar
November 2, 2022	Board and Superintendent to Clarify Goals to be Addressed in the Budget
November 30, 2022	Administrator's Cabinet meeting – review of budget process (budget packets provided prior to meeting)
December 7, 2022	Budget update to the Board – fiscal climate
December 14, 2022	Preliminary budgets requests due in the Business Office
Dec. 15, 2022 thru Jan. 13, 2023	Superintendent and Business Official meet with individual administrators to review budget needs re: Staffing, Furniture, Equipment & Special Items
February 1, 2023	Administrators Cabinet budget update
March 1, 2023	Board to Receive Draft 2023-2024 Budget
March 2023	Community Budget Presentation
March 28, 2023	1st Advertisement
April 12, 2023	Board Adopts Final Budget for the Vote
April 14, 2023	2 nd Advertisement
April 17, 2023	3rd Advertisement – Petitions for Board of Ed candidates are due
April 24, 2023	Proposed budget available to the public
May 3, 2023	Public Hearing on the Budget
May 4, 2023	Mail School Budget Notice in the Budget Newsletter
May 8, 2023	4 th Advertisement
May 16, 2023	Board Elections and Budget Vote

- Budget Notification requirements - 4 times within the 7 weeks preceding the date of the vote.
- First legal notice must be at least 45 days before the annual meeting.
- Budget hearing requirement - Between 7 and 14 days before the vote.