



Elmsford Union Free School District Budget Calendar for Fiscal Year 2024-2025

Date	ACTIVITY
October 2023	Board of Education Goal Setting
October 4, 2023	Board Approval of 2024-2025 Budget Calendar
November 8, 2023	Board and Superintendent to Clarify Goals to be Addressed in the Budget
November 15, 2023	Administrator's Cabinet meeting – review of budget process
December 2023	Budget update to the Board – fiscal climate
December 20, 2023	Preliminary budgets requests due in the Business Office
Jan. 2, 2024 thru Jan. 14, 2024	Superintendent and Business Official meet with individual administrators to review budget needs re: Staffing, Furniture, Equipment & Special Items
February 7, 2024	Administrators Cabinet budget update
March 1, 2024	Board to Receive Draft 2024-2025 Budget
March 2, 2024	Community Budget Presentation
April 5, 2024	1st Advertisement
April 10, 2024	Board Adopts Final Budget for the Vote
April 19, 2024	2 nd Advertisement
April 24, 2024	3rd Advertisement – Petitions for Board of Ed candidates are due
April 22, 2024	Proposed budget available to the public
May 8, 2024	Public Hearing on the Budget
May 9, 2024	Mail School Budget Notice in the Budget Newsletter
May 13, 2024	4 th Advertisement
May 21, 2024	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.