

**2025
2026**

Phelps-Clifton Springs CSD

BUDGET DEVELOPMENT CALENDAR

12/16/2024

DATE	BUDGET DEVELOPMENT
November 18, 2024	Present Draft of Budget Development Calendar to BOE.
December 16, 2024	BOE to Adopt 2025-2026 Final Budget Development Calendar.
December 2024 / January 2025	Meet with building and district administrators, ongoing.
January 18, 2025	Administrators submit program budget recommendations.
February 10, 2025	Present 2025-26 Budget Presentation/Workshop #1 to BOE for review and comment.
March 1, 2025	Submit 2025-26 calculation for tax levy limit to Office of Comptroller, Tax and Finance & SED.
March 17, 2025	Present 2025-26 Budget Presentation/Workshop #2 to Board of Education for review and comment.
April 1 – April 5	First 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.
April 21, 2025	School board candidate nominating petitions and voter submitted petitions are due in the office of the district clerk by 5:00 p.m. (30 days before election).
April 23, 2025	Present 2025-26 Budget Presentation/Workshop #3 to BOE for review and comment (Final draft of 2025-26 Budget). Budget Adoption by Board of Education. Wayne-Finger Lakes BOCES Administrative Budget and Board Vote.
April 24, 2025	Property tax report card submitted to SED and local newspaper within 24 hours of adoption.
May 12, 2025	Budget Hearing – Budget statement and required attachments available 14 days before the vote and on the day of the vote.
May 14, 2025	Budget Notice mailed to eligible voters.
May 20, 2025	Annual Budget Vote and School Board Election.
May 21, 2025	Tentative BOE meeting in case budget is defeated on May 20.
June 17, 2025	Statewide budget re-vote day if previously defeated.