

**GLENS FALLS CITY SCHOOL DISTRICT
2025-2026 BUDGET CALENDAR**

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| January, 2025: | Present 2025-2026 Budget Development Timeline to Board of Education Anthony Cammarata (Assistant Superintendent for Business) and Dr. Dengler (Superintendent) meet with administrators to distribute budget guidelines and requisition sheets, and gather input regarding program staff needs, materials and supplies, cost saving ideas, and potential increases/decreases in building budgets. Administrators submit program budget composite to Assistant Superintendent for Business (building materials & supplies and contractual purchase requests). |
| February 3, 2025: | Audit & Finance Committee meeting, 7:00 p.m. |
| February 10, 2025: | Present 2025-2026 preliminary budget forecast and proposed budget assumptions to Board of Education, 7 p.m. |
| March 1, 2025: | Tax Levy Limit submission due to the Office of the State Comptroller |
| March 10, 2025: | Regular Board of Education meeting, 7 p.m.; Board adopts the Notice of Registration and Notice of Public Hearing and Annual Meeting resolution |
| March 12, 2025: | School Board Candidate Nominating Petitions available at the District Office |
| April, 2025: | District Office prepares absentee ballot applications, absentee ballots, related envelopes, and directions (The ballot must be mailed no earlier than 30 days or later than 7 days prior to the Election Day – (April 21 – May 13, 2025 for GFSD) Board of Education finalizes 2025-2026 educational plan and budget before the April 28, 2025 due date for NYS Property Tax Report Card |
| April 4, 2025: | 1 st Notice of Budget Hearing, Annual Meeting and Election published in the Post Star (at least 45 days before Budget Vote) |
| April 7, 2025: | Regular Board of Education meeting, 7 p.m.; Anticipated 2025-2026 Budget adoption |
| April 8, 2025: | Last day to file Taxpayer Report Card with New York State and provide to the Post Star for publication (April 28, 2025 <u>or</u> day following Budget adoption) |
| April 14, 2025: | 2 nd Notice of Budget Hearing, Annual Meeting and Election published in the Post Star |
| April 21, 2025: | 3 rd Notice of Budget Hearing, Annual Meeting and Election published in the Post Star |
| April 28, 2025: | 4 th and Final Notice of Budget Hearing, Annual Meeting and Election published in the Post Star |
| April 22, 2025: | Special Board of Education meeting, 6 p.m.: anticipated BOCES budget adoption |

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| April 29, 2025: | 2025-2026 Proposed Budget Statement and attachments made available to the public online, at every school building, and Crandall Public Library |
| April 30, 2025: | LAST DAY FOR FILING PETITIONS by candidates with Clerk of the Board (20 days before election and signed by at least 100 qualified voters), 5 p.m. deadline Voter Registration at District Office: 9-11 a.m. & 2-4 p.m. |
| May 1, 2025: | <ul style="list-style-type: none">- Drawing for candidates' position on ballot- Candidates informed of the legal requirement for all candidates for election to Board of Education to file sworn statements of campaign contributions and distribute informational material- Candidates' photos taken and personal statement received for publication in Budget Newsletter- Press notified of candidates for the School Board, date, time and polling places |
| May 2, 2025 thru May 19, 2025: | Absentee ballots mailed to any qualified voter who requests one at the District Office |
| May 12, 2025: | Budget Public Hearing, 6 p.m. |
| May 12, 2025: | Regular Board of Education meeting, 7 p.m. |
| May 13, 2025: | Required Proposed Budget Notice and Budget Newsletter mailed to District residents |
| May 20, 2025: | BUDGET VOTE DAY: District Annual Meeting and election of Board of Education <ul style="list-style-type: none">- 12 p.m. to 9 p.m. at Sanford Street School- Clerk of the Board notifies winners within 24 hours of the vote tabulation- Press notified of election results; BOCES District Superintendent notified of budget vote results |
| June 17, 2025: | Statewide budget re-vote day, if required (third Tuesday of June) |
| July 1, 2025: | Implement 2024-2026 Budget |