



West Valley Central School 2026-2027 Proposed Budget Development Calendar

December 2025

- Present budget development calendar for review and adoption by the Board of Education (12/9/25).
- Review budget development calendar with the administrative team and discuss budget guidelines and requests (12/11/25).
- Discuss staffing and department needs with administrators and supervisors.

January 2026

- Meet with administrators and supervisors for budget requests and discussion.
- Department budget requests due to the Business Office (1/23/26).

February 2026

- Present 2026-27 preliminary budget forecast and budget assumptions to the Board of Education (2/10/26).

March 2026

- Submit 2026-27 calculation for tax levy limit to Office of State Comptroller (3/1/26).
- Present 2026-27 draft budget to the Board of Education (3/10/26).
- Adoption of Legal Notice by the Board of Education (3/10/26).

April 2026

- Legal notice of school budget hearing and budget vote. Must advertise four times within 7 weeks of the vote with first publication at least 45 days before date of budget vote (3/31-4/4/26).
- Adoption of the 2026-27 budget by the Board of Education (4/21/26).
- Adoption of the Property Tax Report Card by the Board of Education (4/21/26).
- Deadline for school board nominating petitions to District Clerk (4/21/26).
- Property Tax Report Card due to NYS Education Department (4/22/26).
- Military ballots are to be mailed (no later than 4/24/26).
- Property Tax Report Card emailed to legal newspaper (no later than 4/27/26).
- Prepare absentee ballot applications, absentee ballot, related envelopes, and directions.

May 2026

- Budget statement and required attachments available to public (no later than 5/5/26).
- Public Budget Hearing (5/12/26).
- Budget notice mailed to district residents (5/13/26).
- Annual Budget Vote and School Board Election (5/19/26).
- Board of Education meeting (5/19/26).