

## 2016-17 BUDGET CALENDAR

DATE	DESCRIPTION OF ACTIVITY
November 2, 2015	Financial Committee Meeting
November 9, 2015	Board Meeting – Present 2016-2017 Budget Calendar
November 11, 2015	School Holiday
November 16, 2015	Board of Education Budget Workshop
November 23, 2015	Board Meeting (Budget Parameters)
November 25-27	School Holiday Recess
December 1, 2015	Initial 2015/16 Service Requests Due to BOCES
December 7, 2015	Board Meeting – #1 Staffing & Enrollment Projections (Preliminary 5 Year)
December 21, 2015	Board Meeting
December 23-31	School Holiday Recess
January 1, 2016	School Holiday
January 11, 2016	Board Meeting – #2 General Support & Capital/Debt Service
January 15, 2016	Constitutional Deadline for Governor's Executive Budget
January 18, 2016	School Holiday
January 25, 2016	Board Meeting –#3 Facilities & Transportation
February 8, 2016	Board Meeting – #4 Instruction (Pupil Services, Special Education & BOCES )
February 15-19	School Winter Recess
February 22, 2016	Board Meeting – #5 Instruction (Elementary, Secondary, Sports, Co-curricular & Technology) and Employee Benefits
February 29, 2016	Submission of Tax Levy Limit Calculation to NYS Comptroller due by March 1
March 7, 2016	Board Meeting – Review Preliminary Draft Budget
March 9, 2016	Budget Outreach
March 14, 2016	Budget Outreach
March 21, 2016	Board Meeting – Review Draft Budget
March 25-April 1	School Spring Recess
April 1, 2016	Final 2016-2017 Service Requests Due to BOCES
April 1, 2016	New York State Budget Due
April 4, 2016	Publish 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 4, 2016	Budget Workshop
April 4, 2016	Board Meeting
April 6, 2016	Budget brochure preparation
	Property tax report card must be submitted within 24 hours of adoption and no later than April 25, 2016
April 18, 2016	Board Meeting – Adoption of Proposed Budget & Property Tax Report Card
April 18, 2016	Submit Property Tax Report Card to NYSED (next business day after adoption)
April 18-May10	Absentee ballots mailed no earlier than 30 days or later than seven days prior to May 20
April 18, 2016	Deadline for petitions for Board of Education candidates (30 days before election)
April 22, 2016	Deadline to approve Proposed Budget
April 25, 2016	Deadline to submit Property Tax Report Card (Saturday)

## 2016-17 BUDGET CALENDAR

DATE	DESCRIPTION OF ACTIVITY
May 2, 2016	Budget document available to the public, seven days before hearing
<b>May 9, 2016</b>	<b>Board Meeting – Budget Hearing and Meet the Candidate Night</b>
	Appointment of clerks and inspectors for budget vote
<b>May 10, 2016</b>	<b>Budget notice must be mailed the day following the hearing</b>
<b>May 17, 2016</b>	<b>Annual Meeting, Statewide Budget Vote, and Board of Education election</b>
<b>May 23, 2016</b>	<b>Board Meeting</b>
May 30, 2016	School Holiday
<b>School Budget Re-Vote</b>	
June 3, 2016	Budget document available to public seven days before revote hearing, if necessary
<b>June 6, 2016</b>	<b>Board Meeting</b> – Budget hearing for revote, if necessary
June 7, 2016	Publish legal notice for revote if necessary
June 8, 2016	Budget notice must be mailed after hearing and six days prior to revote, if necessary
<b>June 20, 2016</b>	<b>Finance Committee Meeting</b>
<b>June 21, 2016</b>	<b>Statewide budget revote day</b>
<b>June 27, 2016</b>	<b>Board Meeting</b>
<b>July 1, 2016</b>	<b>Implement 2016-2017 Budget</b>

Revised 10/23/2015