

2024-25 BUDGET DEVELOPMENT CALENDAR

<u>DATE</u>	<u>ACTION</u>
October 2023 – March 2024	Meet with Administrators to review expenses, staffing and other needs. Budget Development - Superintendent & Asst. Superintendents
December 2023 - January 2024	Meet with Superintendent - initial review of full expense budget; review 2024-25 budget indicators; review of state aid estimates
February - March 2024	Administration roundtables – Discussions about 2024-25 budget and Board goals, staffing
Through April 22, 2024	Trustee Petitions – Petitions available to prospective Board candidates.
January 2024 – February 2024	Weekly budget updates provided to Board of Education
January 2024 (estimated)	Release of Governor’s Executive Budget and state aid estimates
January 31, 2024	Budget discussion with the Board at Board Planning Session
February 14, 2024	First budget discussion – public discussion of budget, program & state aid estimates
February 15, 2024	Commissioner of Taxation and Finance releases tax base growth factors to be included in the tax cap calculation
February 28, 2024	Budget discussion at Board Planning Session
March 1, 2024	Property Tax Levy filing due to the Office of State Comptroller
March 13, 2024	Second Public Budget Discussion – present draft budget and discuss updates
March 31, 2024 (estimated)	State Budget Adoption
April 3, 2024	Budget discussion at Board Planning Session
April 5, 2024	Legal Notice – first publication at least 45 days before the vote and then three other times, all within seven weeks of the vote
April 17, 2024	Third Public Budget Discussion & Adoption, Approval of Property Tax Report Card
April 22, 2024	School Board candidate nominating petitions due to the District Clerk by 5:00pm First campaign expenditure statements due (BOE candidates)

<u>DATE</u>	<u>ACTION</u>
April 29, 2024	Property Tax Report Card – due to SED & Newspapers
May 1, 2024	Budget Statement made available prior to hearing
May 3-15, 2024	Budget newsletter mailed to residents
May 7 – 21, 2024	Budget made available to all residents on the district’s website or by request
May 8, 2024	Final Budget Hearing at Board Planning Session
May 14, 2024	Last day to submit applications for absentee ballot if it is to be mailed (seven (7) days preceding election)
May 15, 2024	Budget Notice mailed to residents Budget made available to residents upon request (no less than six (6) days prior to the vote)
May 16, 2024	Voter registration 7:00am – 7:00pm (Last day to register) Second campaign expenditure statements due (BOE candidates)
May 20, 2024	Last day (4:00pm) to submit applications for absentee ballot if it is to be delivered personally to the voter by 5:00pm on May 21, 2024
May 21, 2024 (7:00am to 9:00pm)	Budget Vote and Trustee Election – absentee ballots must be received by 5:00pm on the day of the election
May 22, 2024	Prepare summary of annual election for Board of Education Prepare formal results of the annual meeting
June 10, 2024	Final expense statements due from candidates to be filed with the District Clerk (20 days after election)
June 18, 2024	Statewide budget revote (if budget is defeated on May 21, 2024)