

2021
2022

Phelps-Clifton Springs CSD

BUDGET DEVELOPMENT CALENDAR

Final 11/16/2020

DATE	BUDGET DEVELOPMENT
October 19, 2020	Present 2021-2022 Draft of Budget Development Calendar to BOE.
November 16, 2020	BOE to Adopt 2021-2022 Final Budget Development Calendar.
November/ December 2020	Superintendent and business administrator meet with administrators and department heads, ongoing.
January 11, 2021	Administrators and department heads submit program budget recommendations.
January 19, 2021	Meet with BOE to discuss preliminary budget goals. Present 2021-22 Budget Draft #1 (operations and general support) to BOE for review and comment.
February 8, 2021	Present 2021-22 Budget Draft # 2 (debt service and employee benefits) to BOE for review and comment.
March 1, 2021	Submit 2021-22 calculation for tax levy limit to Office of Comptroller, Tax and Finance & SED.
March 15, 2021	Present 2021-22 Budget Draft #3 (instructional and special education) to Board of Education for review and comment.
March 30-April 3, 2021	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 5, 2021	BOE makes final budget decisions based on projected state aid as per final NYS budget.
April 19, 2021	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 21, 2021	Final draft of 2021-22 Budget Adoption by Board of Education.
April 22, 2021	Property tax report card submitted to SED and local newspaper within 24 hours of adoption.
May 10, 2021	Budget Hearing – Budget statement and required attachments available 7 days prior.
May 11, 2021	Budget Notice mailed to eligible voters.
May 18, 2021	Statewide annual meeting/ board election/ budget vote day.
May 26, 2021	Tentative BOE meeting in case budget is not passed.
June 15, 2021	Statewide budget revote day if previously defeated.