Schenectady City School District
2019-20 Budget Development Calendar

October
17th  Budget Calendar Presented to the Board of Education
22nd  Beginning of zero based budgeting with Administrators

December
10th  Budget Package Proposals due

January
9th   Presentation of Rollover Budget, BOCES Services & Grants
23rd  Executive Budget, Revenue Presentation and Reserves & Fund Balance Presentation
      Meetings held with Building Principals and Departments Heads

February
6th   Presentation of O&M budget and Food Service Fund
25th  Administrative Council Meeting
27th  Presentation of District Support Budget

March
1st   Submission of Information on Tax Levy Limit levy report
11th  Administrative Council Meeting
13th  Presentation of Fixed Expenses and Debt Service
20th  Presentation of Curriculum & Instruction Budget
27th  Presentation of Pupil Personnel Services Budget
27-30th Legal notice of budget hearing and vote must be advertised 4 times within 7 weeks prior to budget vote with first notice at least 45 days prior to budget vote.

April
1st   Projected State Aid based upon State Budget being approved
2nd   Administrative Council Meeting
3rd   Presentation of Draft Budget
10th  Budget Meeting
17th  Presentation of Final Budget – BOE approval anticipated
19th  Submission of Property Tax Report Card to SED, or within 1 day of BOE approval of Budget
25th  Petitions for Board of Education candidates
      Budget Statement and Required Documents available at each school building, the District Office, any public library and on the website. (must be at least 7 days before the Hearing)
      Property Tax Report card transmitted to local newspaper

May
8th   Public Hearing
2nd-9th Budget Newsletter including the Budget Notice mailed
21st  Budget vote

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