

**2023-2024 Budget Development Draft**

October 20, 2022	Present 2023-2024 calendar and budget development procedures for Board of Education Adoption
January 2023	Dr. Yodis meets with building program representatives
February 2023	Administration considers program budget
February 16, 2023	Present preliminary budget forecast and budget assumptions to BOE (as available)
March 1, 2023	School districts must submit any information necessary for the calculation of the tax levy limit to the State Comptroller
March 6-10, 2023	Budget workshop if needed
March 16, 2023	Present the tentative draft budget for the 2023-2024 school year (as available)
March 20-24, 2023	Budget workshop if needed
March 31, 2023	<p>Publish first of four legal notices of the budget vote and board election. Must advertise 4 times within seven weeks of the vote.</p> <p>Prepare absentee ballot applications, absentee ballots, related envelopes, and directions. Obtain the locked ballot box for absentee ballots.</p>
April 17, 2023	<p>School board candidate nominating petitions (with 100-word candidate bio) &amp; voter submitted petitions due in the district clerk's office by 5:00 p.m.</p> <p>Inform candidates of legal requirements for all candidates for election to BOE to file sworn statements of campaign contributions and distribute informational material. First sworn statement filed with the District Clerk and Commissioner of Education 30 days prior to vote.</p>
April 18, 2023	<p>Determine the names of all candidates duly nominated and the propositions and referenda to be voted for on the ballot</p> <p>9 AM Ballot drawing by the District Clerk of the Order of Listing.</p>
April 20, 2023	Superintendent presents the budget to the BOE for approval. BOE adopts property tax report card. Submit property tax card to local newspapers.
April 20, 2023	Last day to distribute military ballots (25 days prior to vote)
April 27, 2023	Budget statement and required attachments available 7 days prior to the budget hearing

May 4, 2023	Budget Hearing presented in 3 components: Administrative, Program, Capital
May 5, 2023	Mail budget notice to eligible voters
May 11, 2023	The District Clerk must maintain a list of names of those residents who were given an absentee ballot and make sure the list is available for public inspection.  Second Sworn statement of campaign contributions or loans by candidates for membership on the BOE to be filed with the District Clerk and the Commissioner of Education
May 16, 2023	<b>Annual Budget Vote &amp; School Board Election</b>
May 18, 2023	BOE to certify & adopt budget vote, and the BOE candidate election results
June 20, 2023	Budget revote 12:00-9:00 PM if needed
July 1, 2023	Implement 2022-2023 Budget

- Events highlighted in blue occur during regularly scheduled BOE meetings.