

**SCHODACK CENTRAL SCHOOL DISTRICT
2023-2024 BUDGET DEVELOPMENT CALENDAR
BOE APPROVAL November 17, 2022**

November 17, 2022	Board of Education Regular Meeting, 6:00 p.m. Adopt 2023-2024 Budget Calendar								
December 15, 2022	Board of Education Regular Meeting, 6:00 p.m. Presentation of Budget Process and Department Presentations								
January 3, 2023	1st SFA Retirement Notification Deadline (end of day)								
January 15, 2023	Budgets due by Building Principals, Directors, Director of Facilities, Supervisor of Transportation and other budget builders.								
January 19, 2023	Board of Education Regular Meeting, 6:00 p.m. 2023-2024 Rollover Budget/Budget Discussion and Building Presentations								
February 16, 2023	Board of Education Regular Meeting, 6:00 p.m. 2023-2024 Draft Budget #1 by Superintendent and Business Administrator								
March 1, 2023	2023-2024 Tax Levy Limit calculation due to NYS Comptroller								
March 16, 2023	Board of Education Regular Meeting, 6:00 p.m. 2023-2024 Draft Budget #2 by Superintendent and Business Administrator								
March 31 - April 2, 2023	District Clerk publishes legal notice of school budget hearing and budget vote. Advertise in two general circulation newspapers four times within seven weeks of vote with first publication at least 45 days before the budget vote.								
	<table border="0" style="width: 100%;"> <tr> <td style="width: 25%;">1st Notice</td> <td style="width: 25%;">Friday, March 31, 2023</td> <td style="width: 25%;">2nd Notice</td> <td style="width: 25%;">Friday, April 14, 2023</td> </tr> <tr> <td>3rd Notice</td> <td>Friday, April 28, 2023</td> <td>4th Notice</td> <td>Friday, May 5, 2023</td> </tr> </table>	1 st Notice	Friday, March 31, 2023	2 nd Notice	Friday, April 14, 2023	3 rd Notice	Friday, April 28, 2023	4 th Notice	Friday, May 5, 2023
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3 rd Notice	Friday, April 28, 2023	4 th Notice	Friday, May 5, 2023						
April 3, 2023	2nd SFA Retirement notification deadline (end of day)								
April 4, 2023	Board of Education Workshop Meeting, 6:00 p.m. Approval of Property Tax Report Card								
April 2023	Prepare absentee ballot applications, absentee ballots, related envelopes, and directions. Obtain and use locked ballot box for absentee ballots. District Clerk informs candidates of legal requirements for all candidates for election to Board of Education to file sworn statements of campaign expenses and distribute the informational material.								
April 17, 2023	Deadline for submission of petitions for nominations of Board of Education candidates (30 days before the election until 5 P.M.). Deadline for submission of petitions for propositions to be placed on Ballot (30 days preceding budget vote until 5 P.M.). First sworn statement of campaign contributions to be filed with the District Clerk and Commissioner of Education.								
April 18, 2023	Date of drawing by District Clerk for determination on order by listing of board								

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candidates on ballot or voting machine.

April 17–
May 9, 2023

District Clerk must mail an absentee ballot to every qualified voter who requests one and to registered disabled voters. Ballots must be mailed not earlier than 30 days or later than 7 days prior to the board election/budget vote date.

April 21, 2023

District Clerk must distribute Military Ballots

April 24, 2023

Deadline for Real Property Tax Report Card to SED and School Report Card also submitted to the local newspaper for general circulation.

April 25, 2023

Board of Education Regular Meeting and Questar Administrative Budget Vote and Election, TBD

Superintendent recommended budget to Board of Education and **2022-2023 Budget Adoption.** Major budgetary changes highlighted.

Board of Education adopts board resolution for 2023-2024 Bus/Vehicle Purchases

April 27, 2023

Budget statement and required attachments available to the public (must be available 7 days prior to the budget hearing and 14 days prior to the budget vote). Administrative Salary Disclosures to SED (available to public 7 days prior to budget hearing).

May 2023

Arrange for a notary public to swear in inspectors of elections at the opening of the voting session prior to the budget vote.

Receive sworn statements by candidates for membership of the Board of Education. Prepare voting machines for board elections and budget vote. District Clerk maintains a list of resident names given an absentee ballot through May 15, 2023

May 4, 2023

Public Budget Hearing and Meet the Candidates Night, 6:00 p.m.

May 4 -
May 10, 2023

Mail Budget Newsletter that contains the 6-day Budget Notice to all eligible voters (after budget hearing and at least 6 days prior to vote).

May 9 – 15, 2023

District Clerk must maintain a list of resident names given an absentee ballot and make such list available for public inspection the five days prior to the annual meeting except for Sunday.

May 11, 2023

Second sworn statement of campaign contributions or loans by board candidates to be filed with District Clerk and Commissioner of Education five days prior to the vote date.

May 16, 2023

**Annual meeting – 2023-2024 Budget Vote and Board Elections, MH Jr/Sr HS Gym, 6 a.m. through 9 p.m.
Regular Board of Education Meeting, 7:00 p.m.**

May 17, 2023 –

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| June 5, 2023 | Final Sworn Statement must be filed within 20 days after the Election.

Sworn statements of campaign contributions or loans in excess of \$1,000, received before the vote date and not previously reported, to be filed with the District Clerk and Commissioner of Education within twenty-four hours of receipt by board candidates. |
| June 5, 2023 | Last date to file with District Clerk and Commissioner of Education final sworn campaign statement by board candidates. |
| July 1, 2023 | 2023-2024 Budget implemented (unless re-vote is necessary) |

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Timeline - 2023-2024 Budget Re-Vote (if necessary)

May 30- June 6, 2023	Budget must be completed at least seven days prior to the budget hearing at which it is to be presented
June 6, 2023	Deadline for publication of the first of two required legal notices prior to budget re-vote.
June 6 - June 13, 2023	Public hearing to present budget 7-14 days prior to the re-vote
June 7 - June 21, 2023	Copies of budget and required attachments available to the public (must be available during the 14 days prior to the budget re-vote). Moreover, if changes have been made to the budget that was defeated by the voters on the first vote, copies of the budget disseminated prior to a re-vote must incorporate such changes.
June 13, 2023	Publication of second and final legal notice prior to budget re-vote
June 7 - June 13, 2023	Deadline for mailing "Budget Notice" (6 days before re-vote)
June 20, 2023	Budget Revote Day, if necessary
July 1, 2023	2023-2024 Budget implemented