

**LaFayette Central School District
Business Office
2018-19 Budget Calendar**

2017

- November 9 Adopt Budget Development Calendar for the School Year
- November Meet with budget builders and distribute budget guidelines
- December 18 2018-2019 BOCES Initial Budget Requests Due

2018

- January Meet with various stakeholders to gather input on budget goals
- January 25 Budget Update - State Budget Update
- February 8 Budget Workshop - Administrative and Capital Budget 2018-2019
- March 1 Budget Workshop - Program and BOCES Budget 2018-2019
- March 1 Deadline to submit information to calculate Tax Levy Limit to Office of State Comptroller
- March 15 Budget Workshop - Revenue and Tax Levy Limit Information
- March 29 Budget Workshop - Full draft 2018-2019 Budget reviewed with the Board of Education
2018-2019 Proposed Budget adopted by Board of Education (Mandated by April 23, 2018)
Appointment of clerks and inspectors of elections for budget vote
- March 29 First legal notice to newspaper for Annual Meeting (Legal notice must be advertised (4) times within 7 weeks with first publication 45 days before date of annual budget vote)
- March 30 Submit Property Tax Report Card
Property Tax Report Card must be submitted to local newspaper of general circulation
Budget available to the public
- April 12 Second legal notice to newspaper for Annual Meeting
- April 16 BOCES Annual Election and statutory budget vote on Administrative BOCES Budget
Deadline for Board of Education petitions
Deadline for submission of petitions for special propositions
- April 2 - May 14 Absentee ballot applications sent as requested by district residents
- April 23 - April 27 2018-2019 School Budget newsletter mailed to district residents
- April 26 Third legal notice to newspaper for Annual Meeting
- May 3 Budget Hearing - Public presentation of the 2018-2019 School Budget (legal requirements 7-14 day prior to vote)
- May 7 Issue **Six-Day Budget Notice** to district residents.
Mailed after budget hearing but no later than six (6) days prior to the annual budget meeting
- May 10 Final legal notice to newspaper for Annual Meeting
- May 11-15 District Clerk must maintain a list of names of residents who were given absentee ballots
Issue absentee ballot application if personally requested (cannot send application)
- May 15 Annual Budget Vote**
- June 19 State mandated Budget Re-Vote day