

2021-22 BUDGET CALENDAR

December 10, 2020	2021-22 budget calendar to the Board of Education
January 2021	Meet with Administrators and Department Heads to discuss budget and program requests.
February, 2021	Work with Administrators and Department Heads to finalize building budgets.
March 1, 2021	Submit 2021-22 calculation for tax levy limit to Office of the State Comptroller.
March 18, 2021	Present draft budget to the Board of Education for review
April 3, 2021	Legal notice of school budget hearing and budget vote. Must advertise 4 times within 7 weeks of the vote with first publication at least 45 days before vote date.
April 8, 2021	2021-22 budget adopted by the Board of Education. Submit Property tax report card to SED within 24 hours of adoption.
April 2021	Finalize 2021-22 budget for Property Tax Report Card, appoint poll inspectors for budget vote, prepare absentee ballot applications, absentee ballot, envelopes and directions.
April 19, 2021	Board candidate petitions due to District Clerk (<u>due at least 30 days before election</u>). Inform candidates of legal requirement to file sworn statements of campaign contributions and distribute informational material. Statement must be filed with the District Clerk thirty days prior to vote date.
April 30, 2021	Mail district budget newsletter
May 4, 2021	Budget document available to the public and Property tax report card must be submitted to local newspaper for general circulation.
May 11, 2021	Budget Hearing – budget statement and required attachments available 7 days prior to budget hearing
May 12, 2021	Budget notice must be mailed to eligible voters after the budget hearing but no later than six days prior to the vote
Through May 17 th	District clerk must maintain a list of names of residents who were given an absentee ballot and make the list available for public inspection until the day of election.
May 12, 2021	Second sworn statement of campaign contributions or loans by candidates for membership on the Board of Education must be submitted to the District Clerk five days prior to vote date.
May 18, 2021	Budget Vote & Board Election Day
June 15, 2021	Statewide budget revote day.