

**SCHODACK CENTRAL SCHOOL DISTRICT
2024-2025 BUDGET DEVELOPMENT CALENDAR
BOE APPROVAL November 16, 2023**

November 16, 2023	Board of Education Regular Meeting, 6:00 p.m. Adopt 2024-2025 Budget Calendar Department Presentations, Facilities, IT, and Transportation			
December 21, 2023	Board of Education Regular Meeting, 6:00 p.m. Presentation by Elementary School, Jr/Sr High School and District Office			
January 2, 2024	1st SFA Retirement Notification Deadline (end of day)			
January 15, 2024	Budgets due by Building Principals, Directors, Director of Facilities, Supervisor of Transportation and other budget builders.			
January 18, 2024	Board of Education Regular Meeting, 6:00 p.m. 2024-2025 Rollover Budget/Budget Discussion and Building Presentations			
February 15, 2024	Board of Education Regular Meeting, 6:00 p.m. 2024-2025 Draft Budget #1 by Superintendent and Assistant Superintendent of Business and Support Services			
March 1, 2024	2024-2025 Tax Levy Limit calculation due to NYS Comptroller			
March 21, 2024	Board of Education Regular Meeting, 6:00 p.m. 2024-2025 Draft Budget #2 by Superintendent and Assistant Superintendent of Business and Support Services			
April 2 - April 6, 2024	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.			
	1 st Notice	Friday, April 5, 2024	2 nd Notice	Friday, April 12, 2024
	3 rd Notice	Friday, April 26, 2024	4 th Notice	Friday, May 3, 2024
April 8, 2024	2nd SFA Retirement notification deadline (end of day)			
April 11, 2024	Board of Education Workshop Meeting, 6:00 p.m. 2024-2025 Draft Budget #3			
April 2024	Prepare absentee ballot applications, absentee ballots, related envelopes, and directions. District Clerk informs candidates of legal requirements for all candidates for election to the Board of Education to file sworn statements of campaign expenses and distribute the informational material.			
April 22, 2024	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.			

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April 23, 2024	Date of drawing by District Clerk for determination on order by listing of board candidates on ballot or voting machine.
April 22– May 14, 2024	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 23, 2024 (Tuesday)	Board of Education Regular Meeting and Questar Administrative Budget Vote and Election, approval of the Real Property Tax Report Card, and Superintendent recommended budget to Board of Education and 2024-2025 Budget Adoption. Major budgetary changes highlighted. Board of Education adopts board resolution for 2024-2025 Bus/Vehicle Purchases (if necessary)
April 26, 2024	District Clerk must distribute Military Ballots
April 29, 2024	Deadline for Real Property Tax Report Card to SED and School Report Card also submitted to the local newspaper for general circulation.
May 2, 2024	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 2024	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 9, 2024	Public Budget Hearing and Meet the Candidates Night, 6:00 p.m.
May 9 - May 15, 2024	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 15 – 20, 2024	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 16, 2024	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 21, 2024	Annual meeting – 2024-2025 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.

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May 22, 2024 –
June 10, 2024

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 10, 2024

Last date to file with the District Clerk and Commissioner of Education final sworn campaign statement by board candidates.

July 1, 2024

2024-2025 Budget implemented (unless re-vote is necessary)

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Timeline - 2024-2025 Budget Re-Vote (if necessary)

May 28- June 4, 2024	Budget must be completed at least seven days prior to the budget hearing at which it is to be presented
June 4, 2024 re-vote.	Deadline for publication of the first of two required legal notices prior to budget re-vote.
June 4 - June 11, 2024	Public hearing to present budget 7-14 days prior to the re-vote
June 4 - June 18, 2024	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 11, 2024	Publication of second and final legal notice prior to budget re-vote
June 11 - June 17, 2024	Deadline for mailing "Budget Notice" (6 days before re-vote)
June 18, 2024	Budget Revote Day, if necessary
July 1, 2024	2024-2025 Budget implemented