

**WHITNEY POINT CENTRAL SCHOOL DISTRICT
2018 – 2019 BUDGET CALENDAR**

NOVEMBER-DECEMBER 2017									
11/7, Tuesday Board of Education Meeting	Approve 2018-2019 BOCES Unit Cost Methodology								
<ul style="list-style-type: none"> • Create Budget Calendar 									
12/12, Tuesday Board of Education Meeting	Adopt Budget Calendar								
<ul style="list-style-type: none"> • Disburse Budget Materials to Administrative Team 									
JANUARY 2018									
<ul style="list-style-type: none"> • Review Non-Departmental Costs Including Debt Service • Administrative Team Returns Budget Materials to Superintendent and Business Executive for Review: <table style="margin-left: 20px; border: none;"> <tr> <td>Building & Grounds</td> <td>Special Education</td> </tr> <tr> <td>High School</td> <td>Transportation</td> </tr> <tr> <td>TRA</td> <td>Athletics</td> </tr> <tr> <td>CEA</td> <td>Technology/Security</td> </tr> </table> • Prepare Draft Salary Projection for the 2018-19 Year • Review Governor's Proposal for State Aid • Complete First Draft of Budget in Conjunction with BOCES Central Business Office (CBO) 		Building & Grounds	Special Education	High School	Transportation	TRA	Athletics	CEA	Technology/Security
Building & Grounds	Special Education								
High School	Transportation								
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*Dates/activities are subject to change.

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FEBRUARY 2018	
<ul style="list-style-type: none"> • BOCES FRS (Final Request for Services) Available for Services starting July 1, 2018 • Distribute BOCES Final Request for Service Forms to Administrative Team • Review District Administration & Capital Costs 	
2/27, Tuesday Board of Education Meeting	Draft Budget Presentation & Review of Governors Budget Proposal
<ul style="list-style-type: none"> • Send Resolution of Annual Meeting for Review to School Attorney • Review Program and Transportation Costs • Review BOCES Final Request for Services and project special education needs for 2018-19 	
MARCH 2018	
<ul style="list-style-type: none"> • Submit Tax Levy Limit to State Comptroller by March 1, 2018 • Review Revenue and Budget Summary 	
3/20, Tuesday Board of Education Meeting	Budget & Tax Levy Limit Presentation
<ul style="list-style-type: none"> • BOE Candidate Petitions Available • Prepare Draft Budget Newsletter 	
APRIL 2018	
<ul style="list-style-type: none"> • First of Four Legal Notices of Date, Time and Place of School Budget Hearing and Annual Budget Vote: March 29, 2018 • Write Budget Adoption Resolution • Second of Four Legal Notices of Date, Time and Place of School Budget Hearing and Annual Budget Vote: April 13, 2018 	

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4/16, Monday Board of Education Meeting	Adoption of School Budget and Property Tax Report Card Adoption of BOCES Administrative Budget
<ul style="list-style-type: none"> • April 16, 2018 Last Day to Submit Petitions for New/Returning Board Members to be Placed on the Ballot • Property Tax Report Card Must be Submitted to SED within 24 Hours of Budget Adoption, but no later than April 23, 2018 • Mail Budget Newsletter • Ensure Summary Budget Proposal will be Available at Each School Building, District Office, Library & on the District Website 7 Days Prior to Budget Hearing • Third of Four Legal Notices of Date, Time and Place of School Budget Hearing and Annual Budget Vote: April 27, 2018 	
MAY 2018	
5/1, Tuesday Board of Education Meeting	Annual Budget Hearing 7:00 PM
<ul style="list-style-type: none"> • Mail Budget Notice to all Eligible Voters Within 6 Days Following Budget Hearing • Fourth of Four Legal Notices of Date, Time and Place of School Budget Hearing and Annual Budget Vote: May 11, 2018 • Superintendent's Secretary Must Maintain List of Names of all Individuals Provided with Absentee Ballots. List is Subject to Public Inspection and Legal Challenge Until the Day of Election 	

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<p>5/15, Tuesday Board of Education Meeting</p>	<p>Annual Meeting Public Vote on Budget and Election of Board of Education Members 1:00 PM to 8:00 PM , High School Cafeteria</p>
<ul style="list-style-type: none">• Send Certified Copy of Election Results to BOCES and SED	
<p>JUNE 2018</p>	
<ul style="list-style-type: none">• State Wide Budget Revote Day June 19, 2018 (if Necessary)	

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