

**WHITNEY POINT CENTRAL SCHOOL DISTRICT
2019 – 2020 BUDGET CALENDAR**

NOVEMBER-DECEMBER 2018	
11/13, Tuesday Board of Education Meeting	Approve 2019-2020 BOCES Unit Cost Methodology
<ul style="list-style-type: none"> • Create Budget Calendar 	
12/11, Tuesday Board of Education Meeting	Adopt Budget Calendar
<ul style="list-style-type: none"> • Disburse Budget Materials to Administrative Team 	
JANUARY 2019	
<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: <ul style="list-style-type: none"> Building & Grounds Special Education High School Transportation TRA Athletics CEA Technology/Security • Prepare Draft Salary Projection for the 2019-20 Year • Review Governor's Proposal for State Aid • Complete First Draft of Budget in Conjunction with BOCES Central Business Office (CBO) 	

*Dates/activities are subject to change.

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FEBRUARY 2019	
<ul style="list-style-type: none"> • BOCES FRS (Final Request for Services) Available for Services starting July 1, 2019 • Distribute BOCES Final Request for Service Forms to Administrative Team • Review District Administration & Capital Costs • Send Resolution of Annual Meeting for Review to School Attorney 	
2/19, Tuesday Board of Education Meeting	Draft Budget Presentation & Review of Governors Budget Proposal
<ul style="list-style-type: none"> • Review Program and Transportation Costs • Review BOCES Final Request for Services and project special education needs for 2019-20 • Continue work on salary projection and staffing levels for next year 	
MARCH 2019	
<ul style="list-style-type: none"> • Submit Tax Levy Limit Calculation to State Comptroller by March 1, 2019 • Review Revenue and Budget Summary 	
3/19, 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 2019	
<ul style="list-style-type: none"> • First of Four Legal Notices of Date, Time and Place of School Budget Hearing and Annual Budget Vote: April 2-5, 2019 • Write Budget Adoption Resolution • Second of Four Legal Notices of Date, Time and Place of School Budget Hearing and Annual Budget Vote: April 17-20, 2019 • April 22, 2019 Last Day to Submit Petitions for New/Returning Board Members to be Placed on the 	

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Ballot	
4/23, Tuesday Board of Education Meeting	Adoption of School Budget and Property Tax Report Card Adoption of BOCES Administrative Budget
<ul style="list-style-type: none"> • Property Tax Report Card Must be Submitted to SED within 24 Hours of Budget Adoption • 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 24-27, 2019 	
MAY 2019	
5/7, 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 15-18, 2019 • 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>5/21, 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 2019</p>	
<ul style="list-style-type: none"> • State Wide Budget Revote Day June 18, 2019 (if Necessary) 	

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