

West Valley Central Schools 2017-2018 Budget Development Calendar



December 5, 2016	Budget Development Calendar presented to Board of Education for adoption
January 6, 2017	Requisition forms distributed to staff
January 6- February 28, 2017	Development of building level budget
February 6, 2017	BOE Meeting 7:00 PM – Preliminary Budget Review and Update
February 28, 2017	Requisition forms due to Business Office
March 1, 2017	Property Tax Cap Submission due to the NYS Comptroller’s Office
March 6, 2017	BOE Meeting 7:00 PM – Budget Review & Update
March 17, 2017	Petitions available for Board of Education Candidates from District Clerk
April 1, 2017	1st Publication of Legal Notice for Budget Hearing, Vote, and Election (Subsequent publications on April 15th, April 29th and May 13th) (1st Publication occurs at least 45 days before annual meeting, no sooner than 49 days before annual meeting)
April 3, 2017	BOE Meeting 7:00 PM – Final Budget Review
April 17, 2017	Board candidate petitions due to District Clerk by 5:00 p.m. (Not less than 30 days before annual meeting)
April 18, 2017	BOE Meeting 7:00 PM – Adoption of 2017-2018 budget & property tax report card/Adoption of BOCES Admin Budget
April 19, 2017	Submission of Property Tax Report Card to SED (by the end of the business day following budget adoption/no less than 21 days prior to annual meeting) Submission of Property Tax Report Card to local newspaper
May 3, 2017	Voter Registration Day 3:00 -7:00 pm, school foyer (no more than 14 days, nor less than 5 days before annual meeting)
May 8, 2017	Annual Budget Hearing 7:00 PM Auditorium (7 to 14 days prior to annual meeting)/BOE Meeting following hearing
May 9, 2017	Budget Notice mailed to district residents (at least 6 days prior to annual meeting)
May 16, 2017	Annual Budget vote and Board of Education Election from 12:00 p.m. to 9:00 p.m. (3rd Tuesday in May)/ BOE Meeting 8:00 p.m.

*** Last business day on which BOE can adopt a budget-Monday, April 24, 2017 (must be adopted 21 days before prior to date of annual meeting)