

CHARLOTTE VALLEY CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

TENTATIVE 2021 / 2022 - BUDGET CALENDAR

- December 2, 2021 - The Charlotte Valley Central School (CVCS) Board of Education Adopts the 2021-2022 Tentative Budget Calendar.
- December 04, 2021 – February 03, 2022 - Solicitation to the public for open membership to the Budget Review Committee to provide community feedback to the CVCS Board of Education regarding budget issues. The first public session that will include the review committee will convene on February 03, 2022.
- December 01, 2021 - 2021-2022 requisitions are disseminated to the CVCS instructional staff.
- December 22, 2021 - Preliminary Requisitions for proposed instructional and non-instructional expenditures are due in the Principal and Business Offices, respectively.
- February 03, 2022 - Preliminary BOE-Only Budget Review Workshop / CVCS Board of Education budget workshop will be convened after the Regular BOE Meeting. General discussion regarding state aid issues and projected aid short falls for 2021-2022. Members of the public are permitted to attend. It is likely that there will be an executive session as some personnel issues associated with the budget will be discussed.
- March 01, 2022 - Submit information to calculate Tax Levy Limit on Office of State Comptroller's website.
- March 08, 2022 - The 1st joint Budget Review Committee / CVCS Board of Education budget workshop will be convened at 6:30 p.m. The first draft of the 2021-2022 budget will be presented, examined and discussed. Budget workshops are public meetings and will be advertised accordingly. All members of the public are welcome to attend.
- March 22, 2022 - The 2nd joint Budget Review Committee / CVCS Board of Education budget workshop will be convened at 6:30 p.m. A subsequent draft of the 2021-2022 budget will be presented, examined and discussed. All members of the public are welcome to attend. At the conclusion of the meeting, the BOE will convene for a special session to approve the proposed 2021-2022 budget.
- March 29 - April 2, 2022 - Legal notice of date, time, and place of School Budget Hearing and the Annual Budget Vote. This notice must be advertised four (4) times within seven (7) weeks of the budget vote with the first advertisement forty-five (45) days in advance of the date of the budget vote.
- April 18, 2022 - Deadline for submission of petitions for Board of Education candidates. Submissions must be submitted by 4:00 p.m.
- April 18, 2022 - Deadline for submission of petitions for propositions to be placed on the ballot. Submissions must be submitted by 4:00 p.m.
- April 21, 2022 - Deadline for BOE approval of the proposed 2021-2022 budget.
- April 25, 2022 - Deadline for submission of the property tax report card to the New York State Education Department. The property tax report card must be submitted to SED by the end of the next business day following the budget adoption but no later than 24 days prior to the budget vote. Day 24 falls on Saturday 4/23. SED will accept submissions through Monday 4/25. The Report Card includes: the total General Fund Budget, percentage of increase or decrease in total spending and tax levy from the prior school year budget, total estimated school tax levy,

enrollment growth and the percentage change in enrollment from the previous year, fund balance information (actual and projected), the percentage increase in the Consumer Index and the Tax Levy Limit excluding allowable expenditures for exemptions.

- Up through
May 17, 2022
(Absentee Ballot List) - The District Clerk must maintain a list of the names of all individuals provided with absentee ballots. The list is subject to public inspection and legal challenge until the day of election.
- April 17 – May 10, 2022 - The clerk must mail an absentee ballot for every qualified voter who requests one. The ballot must be mailed not earlier than 30 days or later than 7 days before the budget vote.
- May 03, 2022 A budget statement and required attachments must be made available upon request at each school building at least 7 days before the Budget Hearing date and at least 14 days before the budget vote.
- May 10, 2022 - Annual Budget Hearing (The hearing must be held between May 3, and May 10, 2022). A Budget Statement (including required attachments) will be made available. The budget must be presented at the hearing in plain language and in 3 components: Administrative, Program and Capital.
- May 11, 2022 - A Budget Notice will be mailed to eligible voters the day after the Budget Hearing.
- May 17, 2022 - Annual Budget Vote (also referred to as the Annual Meeting). The sole purpose of the meeting is the Uniform Statewide Budget vote and Board of Education election.
- June 07, 2022 - **Only if needed:** Begin publishing the legal notice for the Budget Revote once each week in the 2 weeks before revote day. The first publication is 14 days before the revote.
- June 14, 2022 - **Only if needed:** Budget Revote Hearing (The hearing must be held between June 7, and June 14, 2022). A Budget Statement (including required attachments) will be made available. The budget must be presented at the hearing in plain language and in 3 components: Administrative, Program and Capital.
- June 15, 2022 - **Only if needed:** A Budget Notice will be mailed to eligible voters after the Budget Hearing but no later than 6 days prior to the Budget Vote.
- June 21, 2022 - **Only if needed:** Statewide Budget Revote Day.
- June 23, 2022 - **Only if needed:** The Board of Education will convene to adopt a contingent budget if two proposed budgets are defeated.
- July 1, 2022 - Begin implementing the 2021 – 2022 School Budget.