

**NEW LEBANON CENTRAL SCHOOL DISTRICT
2019-20 BUDGET DEVELOPMENT CALENDAR**

- November 14, 2018 Present 2019-20 budget calendar to the Board of Education for adoption
- December 3/4, 2018 Meet with faculty and distribute budget documents
- December 12, 2018 **Board of Education Meeting**
Budget Goals Discussed with Board of Education
- January 4, 2019 Budget materials returned to Principals and Supervisors by Teachers and Staff
- Budget materials returned to Business Office by Facilities and Transportation Supervisors and IT Department
- January 11, 2019 Budget materials submitted to Business Office by Principals, Director of Special Ed, and Athletic Director
- January 16, 2019 **Board of Education Meeting**
First presentation of 2019-20 proposed budget
- February 13, 2019 **Board of Education Meeting**
Second presentation of 2019-20 proposed budget
- March 1, 2019 Petitions for Board Of Education Candidates available in District Offices
- Tax Levy Limit submitted to NYS Comptroller's Office
- March 13, 2019 **Board of Education Meeting**
Third presentation of 2019-20 proposed budget
- Board adopts Notice of Hearing and Elections
- April 10, 2019 **Board of Education Meeting**
Final discussion and adoption of proposed 2019-20 budget
- Questar III Annual Meeting, Administrative Conference Center
- April 11, 2019 Property Tax Report Card due to SED and publication (due next business day after boe meeting/approval, no later than 24th)

- April 16, 2019 **New Lebanon Special Board of Education Meeting- Time TBD
District Office**
Questar III Budget Vote and Election
- Drawing by District Clerk for BOE candidates' position on ballots or voting machines.
- April 22, 2019 Nominating Petitions for School Board Candidates due in District Office by 5:00 pm (must be submitted 30 days before election)
- Submission of petitions for propositions to be placed on the ballot due in District Office by 5:00 p.m. (must be submitted 30 days before election)
- May 3, 2019 Mail 2019-20 Budget Newsletter & Budget Notice
Include Date, Time, and Location of Annual Meeting (Budget Vote). Make comparison of budget and tax levy to current year and CPI, compare proposed budget to a contingency budget, include STAR and tax disclosures, and include tax levy limit.
- May 7, 2019 **Budget Distribution Deadline**
Copies of proposed budget and required attachments available in all district offices, on district website, and local libraries
- Absentee ballots available for distribution
- May 8, 2019 **Public Hearing on Proposed Budget
7:00 p.m., Walter B. Howard Elementary School**
- Voter Registration
Location: District Office
Hours: 8:00am-2:30pm
- May 21, 2019 **2019-20 Budget Vote and Board of Education Election**
Location: Walter B. Howard Elementary School Gym
Voting Hours: 12 Noon- 9 p.m.
- Absentee ballot to be submitted to District Clerk by 5pm if ballot is to be delivered in person
- June 18, 2019 Budget Revote Day (if necessary)
- July 1, 2019 Implement 2019-20 budget