

Budget Development Calendar for the 2020-2021 School Year (REVISED)

11/1/19: Equipment Requests

- ✓ Preliminary requests for all equipment valued over \$5,000 to appropriate COS administrator.

11/1/19: New Staffing, Curriculum Proposals, In-Service, Summer Work & Special Project Requests

- ✓ New staffing requests approved by administrator to appropriate COS administrator.
- ✓ Curriculum proposals requests to the appropriate COS administrator.
- ✓ In-Service requests to the appropriate COS administrator.
- ✓ Requests for additional or new summer work days to appropriate COS administrator.

11/11/19: Equipment Requests

- ✓ Approved request from appropriate COS administrator to Purchasing Agent.
- ✓ The Purchasing Agent will cost approved items and return priced items to COS and the Business Office by 11/18/19.
- ✓ It will be the district administrators' responsibility to enter the approved equipment items ONLY into NVision.

11/15/19: New Staffing Requests

- ✓ Recommended staffing requests sent to Human Resources by COS.
- ✓ Human Resources to cost new staffing requests and forward to the Business Office by 12/6/19.

12/6/19: General Support Budget Requests in NVision

<ul style="list-style-type: none"> ⊙ A1010 Board of Education ⊙ A1040 District Clerk ⊙ A1060 District Meeting ⊙ A1240 Chief School Administrator ⊙ A1310 Business Administration ⊙ A1320 Auditing ⊙ A1325 District Treasurer ⊙ A1330 Tax Collection ⊙ A1345 Purchasing ⊙ A1380 Fiscal Agent Fees ⊙ A1420 Legal Services: Admin ⊙ A1421 Legal Services: Program ⊙ A1430 Human Resources ✱ A1460 Records Management Officer ✱ A1480 Public Information 	<ul style="list-style-type: none"> ⊙ A1620 Operation of Plant ⊙ A1621 Maintenance of Plant ⊙ A1622 Energy Education Manager ⊙ A1630 Security and Safety ⊙ A1660 Central Storeroom ⊙ A1670 Central Printing and Mailing ⊙ A1680 Technical Support Services ⊙ A1910 Unallocated Insurance ⊙ A1920 School Association Dues ⊙ A1930 Judgments and Claims ⊙ A1950 Assessment School Property ⊙ A1981 BOCES Charges: Admin ⊙ A1983 BOCES Charges: Capital ⊙ A1989 Refund Prior Year Revenue
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

12/6/19: Instruction Budget Requests in NVision

<ul style="list-style-type: none"> ⊙ A2010 Office of Instruction ⊙ A2011 Office of Administration ⊙ A2020 Supervision Regular School ⊙ A2060 Research, Planning and Evaluation ⊙ A2070 In-Service Training ⊙ A2110 Regular School Teaching ⊙ A2112 Art ⊙ A2113 Business Education 	<ul style="list-style-type: none"> ⊙ A2132 Reading ⊙ A2194 Textbooks ⊙ A2250 Special Education ⊙ A2280 Occupational Education ⊙ A2331 Employment Preparation ⊙ A2332 Continuing Education ⊙ A2333 Summer School ⊙ A2335 Alternate Education
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Budget Development Calendar for the 2020-2021 School Year (REVISED)

⊙ A2115 English	⊙ A2610 Instructional Media
⊙ A2116 Languages	⊙ A2630 Computer Instruction
⊙ A2117 English Second Language	✱ A2810 Guidance
⊙ A2118 Physical Education	⊙ A2815 Health Services
⊙ A2119 Career and Life Sciences	⊙ A2816 Health Education
⊙ A2120 Technology Education	⊙ A2817 Speech/Language
⊙ A2121 Mathematics	⊙ A2820 Psychological Services
⊙ A2122 Music	⊙ A2825 Social Work
⊙ A2123 Science	✱ A2850 Co-Curricular Activities
✱ A2125 Social Studies	✱ A2855 Inter-scholastics

12/6/19: Transportation and Undistributed Budget Requests in NVision

⊙ A5510 Transportation	⊙ A9050 Unemployment Insurance
⊙ A5530 Garage	⊙ A9060 Health Insurance Shared Savings
⊙ A5550 Public Transportation	⊙ A9061 Health Insurance
⊙ A5581 BOCES Transportation	⊙ A9070 Union Welfare Benefits
⊙ A9012 Employees Retirement System	⊙ A9089 Other Benefits
⊙ A9022 Teachers Retirement System	⊙ A9760 Tax Anticipation Notes
⊙ A9033 Social Security	⊙ A9901 Transfer to Other Funds
✱ A9040 Workers Compensation	✱ A9950 Transfer to Capital Funds

- 1/13/20:** General Support and Instruction Budget Presentation to the BOE
- 2/10/20:** Transportation and Undistributed Budget Presentation to the BOE
Vehicle Replacement Plan 2020-2021 Presentation to the BOE
- 2/24/20:** Additional Budget Discussion
- 3/9/20:** ~~Adoption of Superintendent's Recommended Budget Presentation~~ **Additional Budget Discussion**
- 3/23/20:** Additional Budget Discussion
- 4/2/20:** State Aid Update Presentation **and Additional Budget Discussion**
- 4/20/20:** ~~BOE Adoption of the 2020-2021 Budget~~ **Additional Budget Discussion**
BOE Approval of Property Tax Report Card
- 4/28/20:** BOE Approval of BOCES Budget **and Additional Budget Discussion**
- 5/5/20:** ~~Community Forum @ RCK 6pm~~ = State Mandated Public Hearing
- 5/7/20:** **Approval of Revised Legal Notice**
- 5/11/20:** **Superintendent's Recommended Budget Presentation**

Budget Development Calendar for the 2020-2021 School Year (REVISED)

- 5/12/20: Deadline for publication of the first of two required legal notices prior to the budget vote**
- 5/19/20: BUDGET VOTE**
- 5/14/20: ~~Results of Election are declared~~ Board of Education Adoption of the Superintendent's Recommend Budget for the 2020-2021 School Year**
- 5/15/20: District transmittal of the Property Tax Report Card to SED**
- 6/1/20: Mandatory Budget Hearing (remote via live stream)**
- 5/26-6/9/20: Budget Book available for public inspection**
- 6/3/20: Deadline for mailing the Budget Notice**
- 6/9/20: BUDGET VOTE AND ELECTION (Executive Order 202.26); Board declares vote results.**