Budget Development Calendar for the 2020-2021 School Year

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 appropriate COS administrator.
✓ In-Service requests to 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 Business Office by 12/6/19.

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

<table>
<thead>
<tr>
<th>Board of Education</th>
<th>A1010</th>
<th>Operation of Plant</th>
<th>A1620</th>
</tr>
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<tbody>
<tr>
<td>District Clerk</td>
<td>A1040</td>
<td>Maintenance of Plant</td>
<td>A1621</td>
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<tr>
<td>District Meeting</td>
<td>A1060</td>
<td>Energy Education Manager</td>
<td>A1622</td>
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<tr>
<td>Chief School Administrator</td>
<td>A1240</td>
<td>Security and Safety</td>
<td>A1630</td>
</tr>
<tr>
<td>Business Administration</td>
<td>A1310</td>
<td>Central Storeroom</td>
<td>A1660</td>
</tr>
<tr>
<td>Auditing</td>
<td>A1320</td>
<td>Central Printing and Mailing</td>
<td>A1670</td>
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<td>District Treasurer</td>
<td>A1325</td>
<td>Technical Support Services</td>
<td>A1680</td>
</tr>
<tr>
<td>Tax Collection</td>
<td>A1330</td>
<td>Unallocated Insurance</td>
<td>A1910</td>
</tr>
<tr>
<td>Purchasing</td>
<td>A1345</td>
<td>School Association Dues</td>
<td>A1920</td>
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<tr>
<td>Fiscal Agent Fees</td>
<td>A1380</td>
<td>Judgments and Claims</td>
<td>A1930</td>
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<tr>
<td>Legal Services: Admin</td>
<td>A1420</td>
<td>Assessment School Property</td>
<td>A1950</td>
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<tr>
<td>Legal Services: Program</td>
<td>A1421</td>
<td>BOCES Charges: Admin</td>
<td>A1981</td>
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<td>Human Resources</td>
<td>A1430</td>
<td>BOCES Charges: Capital</td>
<td>A1983</td>
</tr>
<tr>
<td>Records Management Officer</td>
<td>A1460</td>
<td>Refund Prior Year Revenue</td>
<td>A1989</td>
</tr>
<tr>
<td>Public Information</td>
<td>A1480</td>
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Budget Development Calendar for the 2020-2021 School Year

12/6/19: Instruction Budget Requests in NVision

- 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
- A2115 English
- A2116 Languages
- A2117 English Second Language
- A2118 Physical Education
- A2119 Career and Life Sciences
- A2120 Technology Education
- A2121 Mathematics
- A2122 Music
- A2123 Science
- A2125 Social Studies
- A2132 Reading
- A2194 Textbooks
- A2250 Special Education
- A2280 Occupational Education
- A2331 Employment Preparation
- A2332 Continuing Education
- A2333 Summer School
- A2335 Alternate School
- A2610 Instructional Media
- A2630 Computer Instruction
- A2810 Guidance
- A2815 Health Services
- A2816 Health Education
- A2817 Speech/Language
- A2820 Psychological Services
- A2825 Social Work
- A2850 Inter-Curricular Activities
- A2855 Inter-scholastics

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

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

3/23/20: Additional Budget Discussion

4/2/20: State Aid Update Presentation
Budget Development Calendar for the 2020-2021 School Year

4/20/20: BOE Adoption of the 2020-2021 Budget
         BOE Approval of Property Tax Report Card

4/28/20: BOE Approval of BOCES Budget

5/5/20:  Community Forum @ RCK 6pm – State Mandated Public Hearing

tbd:    Budget Newsletter Mailed

5/19/20: BUDGET VOTE

5/21/20: Results of Election are declared