

**BUDGET CALENDAR
FOR PREPARATION OF THE
2021-22
SCHOOL BUDGET**

(Activities to be completed during the 2020-2021 school year.)

November 16, 2020	Board Meeting Adopt Budget Calendar for 2021-2022
December 14, 2020	Board Meeting
January 11, 2021	Board Meeting 1st Budget Review: Review of Budget Guidelines and Debt Service.
January 25, 2021	Board Meeting 2nd Budget Review: Review of the <u>Technology</u> and <u>Operations and Maintenance</u> Budgets.
February 8, 2021	Board Meeting 3rd Budget Review: Review of the <u>Transportation</u> and <u>Interscholastic Athletics</u> Budgets.
February 16-19, 2021	School Closed - Winter Break
February 22, 2021	Board Meeting 4th Budget Review: Review of the <u>Employee Benefits</u> and <u>BOCES Services</u> Budgets.
March 8, 2021	Board Meeting 5th Budget Review: Review of the <u>Elementary</u>, <u>Special Education</u>, <u>Middle School</u> and <u>High School</u> Budgets.
March 22, 2021	Board Meeting 6th Budget Review: Review of the <u>Draft Budget</u>, <u>Revenues</u> and <u>Tax Levy/Tax Cap</u>. Review and possible adoption of proposed budget. POSSIBLE ADOPTION OF A BUS REPLACEMENT PLAN PROPOSITION FOR INCLUSION ON BUDGET VOTE
April 5-9, 2021	School Closed - Spring Break
April 12, 2021	Board Meeting Review and possible adoption of proposed budget.
April 19, 2021	Deadline for submission of petitions for nominations of Board candidate(s), until 5:00 p.m.
April 20, 2021	Drawing by District Clerk for determination of order for listing Board candidate(s) on voting machine, 8:00 a.m. in the District Office
April 20, 2021	Board Meeting – (Tuesday meeting to correspond with the BOCES vote.) Adopt Property Tax Report Card

April 26, 2021

Last date for districts to adopt proposed budgets

May 3, 2021

Budget Document available to public: detailed explanation of contents of Board’s adopted budget; invitation to public hearing and budget vote.

May 10, 2021

**Budget Hearing – Averill Park High School LGI Lab, 6:00 p.m.
Appointment of Clerks and Inspectors of Elections.**

May 11, 2021

Budget Newsletter/Budget Notice mailed.

May 18, 2021

**Annual Meeting - Budget Vote and election of school board member(s)
Averill Park High School Auxiliary Gym 7:00 a.m. – 9:00 p.m.**

Note: The school District Clerk is required to give notice of the Annual Meeting at least four times within the seven weeks preceding the meeting. The first notice is to be at least forty-five (45) days prior to the meeting.

According to Chapter 64 of Education Law, school districts must provide notification of availability of the school budget 7 days prior to the Budget Hearing date.

Suggested Legal Notice Dates:

First Notice – April 2, 2021
Third Notice – April 30, 2021

Second Notice – April 15, 2021
Fourth Notice – May 7, 2021