



EAST QUOGUE

UNION FREE SCHOOL DISTRICT

East Quogue Budget Development Calendar 2023-2024

Board of Education
Christopher Hudson,
President

Jessica Stalters,
Vice President

Kristin Jankowski,
Member

Kristina LoRusso,
Member

Briana Gladding,
Member

Kelly Fallon,
*Interim Superintendent
of Schools*

Kelly Freeborn,
*Assistant Principal,
CSE/CPSE
Chairperson*

December 13, 2022 Adopt 2023 – 2024 Budget Development Calendar.

January, 2023 Begin meeting with budget builders.

January, 2023 Discuss budget parameters with Board of Education, expected Gov. Executive Proposal State Aid.

February 14, 2023 Present 2023-2024 preliminary budget forecast and assumptions to BOE.

March 1, 2023 Submit 2023-2024 calculation for tax levy limit to NYS Comptroller, Commissioner of NYS Department of Education; and Department of Taxation and Finance.

March 21, 2023 Present updated 2023-2024 draft budget to the Board of Education.

March 17, 2023 Voter propositions must be submitted to the Board of Education by Friday, March 17, 2023.

March 30-31, 2023 First Legal Notice of school budget hearing and budget vote. Must advertise four times in 2 newspapers within seven weeks of the vote with first publication 45 days before date of budget vote. March 30-March 31, April 13-14, April 27-28, May 11-12.

April 17, 2023 Deadline for submission of petitions for nominations of BOE candidates 30 days prior to election. Inform candidates of legal requirements to file sworn statements of campaign contributions due 30 days prior to vote; first campaign expenditure statement due.

April 18, 2023 Final draft of 2023-2024 Budget presented to Board of Education for adoption; appointment of clerks and inspectors of elections for budget vote.



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| April 19, 2023 | Prepare ballots. |
| April 21, 2023 | Distribute military ballots. |
| April 24, 2023 | Real Property Tax Report card must be submitted to SED within 24 hours of budget adoption; submit to local newspaper; make available to public. Transmit Tax Report Card to NYSED. April 24, 2023 is legal deadline. Property Tax Exemption Report must be attached to the proposed budget. |
| May, 2023 | Mail district budget newsletter and post on website. |
| May 2, 2023 | Budget Hearing. Budget statement available 7 days prior to budget hearing, the proposed budget made available on district website. Copies of Budget made available to residents upon request. |
| May 9, 2023 | Last day to submit Absentee Ballot applications if the ballot is to be mailed, May 17, 2023 if the ballot is to be personally delivered. District Clerk must maintain list of names that were given absentee ballots. |
| May 10, 2023 | Budget notice mailed to eligible voters- no later than six days prior to budget vote. |
| May 11, 2023 | Last possible day for voter registration; registration available 4:00-8:00 pm in the main office. Voter registration available for inspection. Campaign expenditure second statement due. |
| May 12, 2023 | Second sworn statements of campaign contributions or loans in excess of \$1,000 received before vote date, to be filed with District Clerk and Commissioner of Education within twenty-four hours of receipt by candidates. |



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| May 16, 2023 | Budget Vote/ Board Election Date. Receipt of Absentee Ballots no later than 5:00 PM. Board of Registration meets during the election to register individuals for the 2023-2024 annual budget vote and election. |
| June 5, 2023 | Last date to file final and third campaign expenditure with District Clerk and NYS Education Commissioner. Statement due 20 days after vote. |
| June 20, 2023 | Budget Re-vote day (if necessary). |
| July 1, 2023 | Implement 2023-2024 Budget. |