



# Baldwinsville

Central School District

Build - Educate - Empower

## 2024-2025 Budget Development Calendar

Adopted on September 11, 2023

Date	Topics	Notes
September 11, 2023	Present Budget Calendar for Adoption by BOE	
September 12, 2023- October 12, 2023	Budget materials distributed including quotas, supplies & equipment. Staffing needs, Instructional/Non-Instructional staffing, staffing changes and extra-duty staff presented to the Assistant Superintendent for Human Resources Due October 12, 2023	
November 2023	<p><b>Community Meetings Virtual</b></p> <p>1st Facilities Initial Proposal at 5:00 PM <i>Facilities Review 11/8 at 4:30 PM</i></p> <p>8th Athletics Initial Proposal at 5:00 PM <i>Athletics Review 11/14 at 4:30 PM</i></p> <p>9th Transportation Initial Proposal at 5:00 PM <i>Transportation Review 11/15 at 4:30 PM</i></p> <p>14th Student Services Initial Proposal at 5:00 PM <i>Student Services Review 11/28 at 4:30 PM</i></p> <p>15th Instructional &amp; Tech. Initial Proposal at 5:00 PM <i>Instructional &amp; Technology Review 11/28 at 5:00 PM</i></p>	<p>Sarah Buckshot solicits volunteer October 1st-15th</p> <p>Send out invites to committee members by October 15th</p>
December 15, 2023	Initial BOCES services requests due	
December 18, 2023	Provide and discuss initial 2024-25 budget during BOE workshop with all budget builders	
January 22, 2024	Final review of 2024-25 budget during BOE workshop with all budget builders	
March 1, 2024	<p>Tax Levy Limit Calculation due to the Office of the State Comptroller.</p> <p>BOE Candidate Petitions and Packet with Meet the Candidate Information &amp; instructions for Bio. Available (25 signatures or 2% of voters in previous annual election), Mail interest letters to poll workers.</p>	Ensure website is updated for current year

Date	Topics	Notes
March 4, 2024	Budget, Legal Notice & Property Tax Report Card presented to BOE for adoption.  (Deadline April 26, 2024)	Send Property Tax Report Card to the newspaper within 24 hrs of adoption.
March 18, 2024	BOCES service visit	
April 4, 2024	Legal notice of school budget hearing and budget vote. Must advertise four times within seven weeks of the vote with first publication at least 45 days before the date of budget vote. Post Standard & Messenger	Dates to advertise:  April 4, 18, 25, & May 2
April 11, 2024	Budget document available to the public, arrange for the pickup and return of voting machines with the Board of Election.	Final draft of budget newsletter to be submitted for printing.
April 15, 2024	Adopt BOCES Budget	
April 19, 2024	Deadline for submission of petitions for propositions to be placed on ballot (30 days preceding budget vote).	
April 22, 2024	Deadline for submission of petitions for nominations of BOE candidates. Inform candidates of legal requirements for all candidates for election to the Board of Education to file sworn statements of campaign contributions and distribute informational material. First sworn statement to be filed with the District Clerk and Commissioner of Education thirty days prior to vote date.	Final draft of budget notice to be submitted for printing.
April 23, 2024	8:00 AM Drawing by District Clerk for determination of order for listing Board candidates on ballot or voting machine.	
April 26, 2024	Distribute military ballots no later than 25 days before the budget vote.  Distribute absentee ballots.	
April 26, 2024	Mail Budget Newsletter & Public Budget Statement, transmit information to the county Board of Elections.	
<b>May 13, 2024</b>	<b>Budget Hearing 6:30pm /Meet the Candidates 6pm</b>	
May 13, 2024	Budget notice must arrive in homes after Budget Hearing but no later than 6 days prior to Budget Vote	Budget Notice delivered to Post

Date	Topics	Notes
		Office on May 13.
May 16, 2024	Second sworn statement of campaign contributions or loans by candidates for membership on the Board of Education to be filed with the District Clerk and Commissioner of Education	
May 17-21, 2024	Sworn statements of campaign contributions or loans in excess of \$1,000, received before vote date and not previously reported, to be filed with the District Clerk and Commissioner of Education within twenty-four hours of receipt by candidates for membership on the Board of Education.	
May 18-21, 2024	Clerk of the District must maintain a list of names of those residents who were given an absentee ballot and make such a list available for public inspection the five days prior to the annual meeting except Sunday (Public posting no longer required).	
<b>May 21, 2024</b>	<b>Budget Vote Day</b>	
June 10, 2024	Last date to file with District Clerk & Commissioner of Education final sworn statement of campaign contributions by candidates for membership on Board of Education.	
June 18, 2024	Statewide budget revote day (if applicable).	