

Trumansburg Central School District
 DRAFT 2020-21 fiscal year Budget Development Calendar

Board of Education Meeting –
 December 9, 2019

12/9/2019	Submit 2020-21 Budget Calendar to the Board of Education (BOE) for adoption
Dec 2019	Develop expense projections and budget parameters
Jan 2020	Meet with Administrative Team to discuss preliminary budgets
1/6/2020	Present preliminary budget forecast/assumptions to the Board of Education
1/27/20	Present preliminary budget forecast/assumptions to the Board of Education. Also review the Governor's (Executive) proposal with the Board, for State Aid forecast/projection.
2/10/2020	Present 2020-21 operational and general support budgets to the Board of Education for review and comment (Operations & Maintenance, Transportation and General support). TST BOCES presents 2020-21 budget.
3/1/2020	2020-21 Tax Levy Limit submission to Office of State Comptroller (OSC)
3/9/2020	Present 2020-21 instructional budget (incl Special Education), debt service, and employee benefits budget to the Board for review and comment.
3/30/2020	Remaining budget questions/concerns to be answered/discussed.
3/31 -4/3/2020	Legal notice of school budget hearing and budget vote. Must advertise four (4) times within seven (7) weeks of the vote, with first publication at least 45 days before date of budget vote (May 19). Notice should appear in 2 general circulation newspapers.
4/20/2020	Final Budget Draft to the Board of Education for adoption. Last day for submission of petitions for BOE Candidates (30 days before election), and to submit petitions for additional propositions to be on the ballot. Appointment of clerks and inspectors of elections for budget vote.
4/21 – 4/27/2020	Property Tax Report Card (PTRC) submitted within 24 hours of budget adoption by the Board, and must be submitted to local newspaper of general circulation.
4/27/2020	Deadline for Property Tax Report Card (PTRC) submission to SED using the State Aid Management System (SAMS). SED will accept PTRC submissions thru Monday 4/27.
4/19 - 5/12/2020	Clerk must mail absentee ballots to everyone who has requested one. The ballot must be mailed no earlier than 30 days or later than 7 days prior to the election day/budget vote day.
Up to 5/18/2020	District Clerk maintains a list of individuals provided with absentee ballots.
4/28 - 5/5/2020	Budget Statement and required attachments made available to the public, upon request, at the district office, public or free association library, and on the district's website for at least 7 days before Budget Hearing date, and at least 14 days before the Budget Vote.
5/4/2020	Hold Budget Hearing 7-14 days prior to Budget Vote Day. Budget Statement (including required attachments) must be made available. The budget must be presented at the hearing in plain language and in 3 components: Administrative, Program, and Capital.
5/8 – 5/14/2020	Mail school district budget notice to eligible voters after the Budget Hearing but no later than six (6) days prior to Budget Vote day

Tuesday, May 19, 2020	Budget Vote Day, Annual Meeting, Board of Education Election Day
6/16/2020	Statewide Budget Revote Day (if first budget proposal fails)