

**2018-2019 BUDGET DEVELOPMENT CALENDAR PROJECTION  
PLATTSBURGH CITY SCHOOL DISTRICT**

<u>Date</u>	<u>Activity/Milestone</u>
January 4, 2018	BOE receives proposed budget calendar
January 18, 2018	Principals/Supervisors receive budget development materials Portion of Admin Council meeting devoted to budget planning
February 1, 2018	Executive Budget Proposal will be received by this date DWEIC considers new program proposals
February 8, 2018	BOE receives draft 'rollover' budget (applies 16/17 staffing to 17/18 expense assumptions & Governor's revenue projections) BOE approves resolution to publish legal notices (budget vote & election) BOE appoints Board of Registration Initial BOE discussion of staffing and programs New program proposals (DWEIC) presented (if applicable)
March 1, 2018	Submit information to calculate Tax Levy Limit on OSC website
March 8, 2018	BOE receives updated budget draft including BOCES costs BOE discussion of all budget items
March 22, 2018	BOE receives updated (final) budget draft. BOE may approve budget or delay approval until April 6th
March 31, 2018	Deadline for release of approved NYS budget (for State Aid Projections) Deadline for publishing 1 <sup>st</sup> legal notice
April 12, 2018	BOE approves final budget proposal
April 13, 2018	Target for submission of property tax report card to SED (not later than April 20)
April 25, 2018	Target date for Budget Newsletter mailing Budget materials to be made available in school buildings
April 25, 2018	Deadline for submission of petitions for candidates of the Board of Education
May 1, 2018	Voter registration deadline
May 2, 2018	Budget hearing
May 3, 2018	Target date for mailing of budget notice ('postcards')
<b>May 15, 2018</b>	<b>Annual Election &amp; Budget Vote (polls open 7a.m. – 8 p.m.)</b>
June 19, 2018	Statewide Budget re-vote (if necessary)

Audit (Budget) Committee workshop, at BOE discretion, TBD.
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