

2021-2022 BUDGET DEVELOPMENT CALENDAR

October 27, 2020	Administrator Assistant for Business Affairs distributes budget development parameters and guidelines.
November 17, 2020*	Board of Education adopts 2021-22 Budget Development Calendar and school budget deadlines and actions; Board sets budget development parameters.
November/December 2020	Business Office meets with budget administrators/developers to review their budget requests.
December 8, 2020*	Update on 2021-22 budget development.
January 12, 2021*	Budget Work Session #1: Revenue; Administrative & Capital Parts.
January 26, 2021***	Budget Work Session #2: Program Part;
February 9, 2021***	Budget Work Session #3: Summary of Revenue;
March 1, 2021	Submit 2021-22 calculation for tax levy limit to Comptroller.
March 23, 2021**	Summary of Administrative, Capital & Program Parts;
April 6, 2021*	Board of Education adopts the 2021-22 Budget.
March 30 – April 3, 21	First publication of Legal Notice in two newspapers with circulation to the District.
April 2021	Prepare absentee ballot applications, absentee ballot, related envelopes and directions; obtain and use locked ballot box for absence ballots.
April, 2021	Legal notice of school budget hearing and budget vote; must advertise four times within seven weeks of the vote with first publication 45 days before date of budget vote.
April 19, 2021	Deadline for submission of petitions for propositions to be placed on ballot.
April 19, 2021	Deadline for submission of petitions for nominations of Board of Education candidates.
April 20, 2021	Appointment of clerks and inspectors of elections for budget vote.
April 20, 2021****	Nassau BOCES Budget Vote and Election.

April 19, 2021	Inform candidates of legal requirement for all candidates for election to Board of Education and Library Board 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/
April 19, 2021	Date for drawing by District Clerk for determination of order for using Board candidates on ballot or voting machine. Voter propositions and nominating petitions must be submitted at least 30 days prior to the annual budget vote and election unless the Board has adopted a different time requirement by policy.
April 20, 2021	First Campaign Expenditure Statement to be filed 30 days prior to the vote.
May 13, 2021	Second Campaign Expenditure Statement to be filed 5 days prior to the vote.
June 7, 2021	The final Campaign Expenditure Statement to be filed 20 days after the vote.
April 23, 2021	Final date for budget adoption by the Board of Education; Budget Document available to the public.
April 26, 2021*	Final date for property tax report card to be submitted to SED; must be within 24 hours of budget adoption; submit to local newspaper of general circulation; property tax exemption report to be attached to the proposed budget and referenced in the legal notice.
May 2021	Conduct voter registration with Board of Registration (if applicable).
May 2021	Mail District Newsletter (include full disclosure information).
May 4, 2021	Annual District Meeting/Budget Hearing--budget statement and required attachments available 7 days prior to Budget Hearing.
May 4 – May 13, 2021	The final dates to register voters.
May 11, 2021	The budget document must be available upon request to residents of the District.
May 11, 2021	The absentee ballot applications must be submitted by May 12, 2020 If the ballot is to be mailed to the voter or no later than May 18, 2020 if the ballot is to be personally delivered.

May 11, 2021	The list of absentee voters' ballots should begin to be generated when the District Clerk is issuing absentee ballots to permanently disabled voters as declared by the Board of Elections. May 12 th is the deadline for receipt of applications by those seeking to have the ballots mailed to them. This list is available for inspection at the Office of the District Clerk until the day of the vote.
May 13 – May 18, 2021	Voter Registration available for inspection.
May 7 – 12, 2021	Budget notice must be mailed to eligible voters after the Budget Hearing but not later than six days prior to the vote.
May 13 – 17, 2021	District clerk must maintain a list of names of those residents who were given absentee ballots and make such list available for public inspection five days prior to the annual meeting except Sunday. (Public posting no longer required).
May 13, 2021	Second sworn statement of campaign contributions or loans by candidates for membership on the Board of Education and Library Board to be filed with the District Clerk and Commissioner of Education five days prior to vote date.
May 13, 2021	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 and Library Board.
May 18, 2021	Receipt of absentee ballots no later than 5:00 P.M. on May 18, 2021.
May 18, 2021	State-wide annual meeting/board election/budget vote day.
May 18, 2021	Board of Registration meets during the election to register individuals for the 2021 annual budget vote and election and special District Meetings.
June 9, 2021	Last date to file with District Clerk and Commissioner of Education final sworn statement of campaign contributions by candidates on Board of Education and Library Board.
June 15, 2021	State-wide budget revote day.
July 1, 2021	Implement 2021-22 Budget.

- *Board Regular Meeting
- **Board Budget Work Session Meeting
- ***Board Budget Work Session Meeting and Regular Meeting
- ****Board Nassau BOCES Budget Vote and Election Meeting