

East Quogue Budget Development Calendar

2017-18

October, 2016	Present 2016-17 budget calendar to the Board of Education
November, 2016	Meet with budget builders
December, 2016	Discuss parameters with Board of Education
January, 2017	Meet with budget builders
January, 2017	Discuss parameters with Board of Education
February, 2017	Present 2017-18 preliminary budget forecast and assumptions to BOE
March, 2017	Present 2017-18 operational and general support to BOE (Operations and Maintenance, Transportation, and General Support
March, 2017	Present 2017-18 debt service, employee benefits budget to BOE
March, 2017	Present 2017-18 instructional and special education budget to BOE
March, 2017	Submit 2017-18 calculation for tax levy limit to NYS Comptroller
April, 2017	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, 2017	Finalize 2017-18 educational plan and budget prior to April, 24 2017 due date for Property Tax Report Card
April, 2017	Deadline of submission of petitions for nominations of BOE candidates 30 days prior to election
April, 2017	Final draft of 2017-18 budget presented to Board of Education, appointment of clerks and inspectors of elections for budget vote
April, 2017	Date of drawing by District Clerk for determination of order for listing Board candidates on ballot or voting machine
April, 2017	Property Tax report card must be submitted to local newspaper
April 17, 2017	Deadline for submission of petitions to be placed on ballot

April 17, 2017	Inform candidates of legal requirements to file sworn statement of campaign contributions
April 21, 2017	Final date of budget adoption by the BOE
April 24, 2017	Property Tax Report card must be submitted to SED within 24 hours of budget adoption
May, 2017	Conduct voter registration with board of registration
May, 2017	Mail district budget newsletter and post on website
May, 2017	Prepare ballots
May 2-9, 2017	Budget hearing- budget statement available 7 days prior to budget hearing
May 3-10, 2017	Budget notice mailed to eligible voters- no later than six days prior to budget vote
May 11-15, 2017	District Clerk must maintain list of names who were given absentee ballots
May 11, 2017	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
May 16, 2017	Budget Vote/ Board Election Date
June 15, 2017	Last date to file with District Clerk and Comm. Of Education Dept final sworn statement of campaign contributions
June 20, 2017	Budget Re-vote day (if necessary)
July 1, 2017	Implement 2017-18 Budget