



## 2025-2026 School Year Budget Development Calendar

November 19, 2024 (BOE Meeting)	Present Budget Calendar to BOE for review.
November 2024 – December 2024	<ul style="list-style-type: none"> <li>➤ Administrative team discusses budget priorities</li> <li>➤ Preliminary meetings with administrators/departments regarding staffing, budgetary requests, and budget preparation process.</li> </ul>
December 17, 2024 (BOE Meeting)	BOE approves 2025-2026 Budget Calendar
December 2024 - January 2025	<ul style="list-style-type: none"> <li>➤ Review Enrollment Projections, Salary Projections, Budget Assumptions</li> <li>➤ Develop Preliminary Building and Department Level Budgets</li> </ul>
January 21, 2025 (BOE Meeting)	Present Administrative Team’s Budget Priorities & Assumptions to BOE and Public for feedback
February 25, 2025 (BOE Meeting)	<ul style="list-style-type: none"> <li>➤ Presentation of State &amp; Local Budget Projections</li> <li>➤ Presentation of Tax Levy Cap Calculation</li> </ul>
March 1, 2025	Submit Tax Cap calculation to State Comptroller on or before March 1, 2025
March 18, 2025 (BOE Meeting)	<b>Budget Workshop #1</b>
April 3, 2025	<b>Budget Workshop #2</b>
April 4, 2025	<ul style="list-style-type: none"> <li>➤ Publish 1st legal notice of Budget Hearing and Budget Vote</li> <li>➤ Advertise 4 times within 7 weeks of the vote</li> </ul>
April 21, 2025	Petitions for BOE Candidates, due by 5 pm (District Office)
April 22, 2025 (BOE Meeting)	<ul style="list-style-type: none"> <li>➤ Ballot order of BOE candidates drawn by District Clerk</li> <li>➤ Adoption of 2024-2025 Property Tax Report Card</li> <li>➤ <b>Budget Workshop #3</b></li> </ul>
April 23 <sup>rd</sup> , 2025	Transmit Property Tax Report Card to SED (Day following BOE approval, but no later than April 28 <sup>th</sup> )
May 6, 2025	Final Budget Documents Published & Printed (available at least 7 days before Public Hearing & 14 days before vote)
May 13, 2025 <b>*Special Meeting*</b>	<b>Public Hearing on Proposed Budget</b> (7-14 days before vote)
May 14, 2025 (on or before)	Budget Newsletter Mailed (after Public Hearing, but no later than 6 days before vote)
May 20, 2025	<b>Budget Vote; Board of Education candidate election.</b>

**\*\* Schedule and dates subject to change based on need \*\***