

Greenville Central School District 2020-2021 BUDGET DEVELOPMENT CALENDAR

| September 2019 | | | | | | |
|----------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

- 09/16/19 BOE Review of the 2020-2021 Budget Development Calendar 6:30 pm
- 09/23/19-09/27/19 Review budget development guidelines and budget forms with Administrators and Supervisors

| October 2019 | | | | | | |
|--------------|----|----|----|----|----|----|
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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

- 10/21/19 BOE Adoption of the 2020-2021 Budget Development Calendar 6:30 pm

| November 2019 | | | | | | |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

- 11/20/19 Team Leaders and Department Chairs submit budgets to Principals
- 11/20/19 Administrators submit Operations & Maintenance needs

| December 2019 | | | | | | |
|---------------|----|----|----|----|----|----|
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| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

- 12/09/19 Director of Curriculum, Instruction & Assessment submits new program proposals to Superintendent
- 12/09/19 BOE Discussion Budget Development Process
- 12/09/19 Administrators submit budget revisions, program budget implications and updates to long-range plans* (i.e. equipment and staffing needs)
- 12/11/19-12/20/19 Business Official meets with Supervisors to review budget requests and long range plans

| January 2020 | | | | | | |
|--------------|----|----|----|----|----|----|
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
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- 01/06/20 - 01/16/20 Administrators meet with Superintendent and Business Official for budget review
- 01/13/20 Business/BOE Budget Discussion #1 *Rollover Budget* 6:30 pm
- 01/24/20 Final day for 2019-2020 Requisitions

| February 2020 | | | | | | |
|---------------|----|----|----|----|----|----|
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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |

- 02/24/20 BOE Budget Discussion #2 *Program Component* 6:00 pm
- 02/28/20 Tax Levy Limit submitted to NYS Comptroller

| March 2020 | | | | | | |
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| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

03/02/20 **BOE Budget Discussion #3** 6:00 pm
Capital & Administration Component

| April 2020 | | | | | | |
|------------|----|----|----|----|----|----|
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

04/06/20 **Business/BOE Budget Discussion #4** 6:00 pm
Revenues

05/04/20 **Business/BOE Budget Discussion** 6:00 pm
Tentative Budget Review

05/09/20 **Election Notice #1**
[two times preceding Vote]

05/11/20 **Deadline for filing Board petitions and deadline to submit propositions to the District Clerk by 5:00 pm**

| May 2020 | | | | | | |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
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05/18/20 **Post Card Notice mailed to all residents of the District per E.O.202.26**

05/19/20 **Business/BOE Budget** 6:00 pm
Tentative Budget Approval

05/20/20 **Absentee Ballots will be mailed through USPS to all qualified voters in the District per E.O.202.26**

05/22/20 **Property Tax Report Card submitted to SED and transmitted to media [Statutory Deadline is May 22, 2020]**

05/27/20 **Voter Registration** 3:00 pm-7:00 pm
Ellis Elementary School Elevator Lobby
Social distancing rules apply
[at least four hours; no more than 14 days or less than 5 days prior to the Vote]

05/28/20 **Annual Budget Hearing** 6:30 pm
Virtually via link at greenvillecsd.org
[no less than 7 and no more than 14 days prior to Vote]

05/28/20-06/03/20 **Budget Newsletter/Budget Notice Mailed**

05/29/20 **Election Notice #2**

| June 2020 | | | | | | |
|-----------|----|----|----|----|----|----|
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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

06/09/20 **Annual Meeting**
Budget Vote and BOE Election
District will vote on all business by absentee ballot.
Absentee ballots are due at the District Office by 5:00 pm

*All Administrators and Supervisors are to electronically submit copies of all budget documents to the Superintendent, the Business Official, and the Administrative Assistant to the Business Office.