

**BATAVIA CITY SCHOOL DISTRICT
BOARD OF EDUCATION
CALENDAR
PREPARATION OF THE 2013-2014 BUDGET**

Tuesday	October 9 Board Meeting	Board of Education adopts 2013-14 budget calendar
Tuesday	October 9 Board Meeting	Board of Education establishes 2013-14 budget parameters
Wednesday	October 10	Advertise for Budget Ambassadors (Newsletter, Daily News, WBTA)
Friday	October 12	Preliminary Budget information distributed; direct entry into Finance Manger to Building Principals, Directors, Department Chairpersons
Friday	November 30	Preliminary Budget requests due
Thursday	January 3	Budget Ambassador applications due
Tuesday	January 8 Board Meeting	Board of Education appoints Budget Ambassadors
Friday	February 1	Administrative Budget completed
Tuesday	February 12 Board Meeting	Board of Education continues review of Administrative Budget/Propositions (if any) and solicits comments from the public
Wednesday	February 13 Ambassadors Mtg.	Budget Ambassadors review proposed Administrative Budget
Wednesday	February 20 Ambassadors Mtg.	Budget Ambassadors complete their review of proposed Administrative Budget and submit to the Board of Education their recommendations

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Tuesday	February 26	Board of Education continues review of Administrative Budget/Propositions (if any) and solicits comments from the public
Tuesday	March 12 Board Meeting	Board of Education continues review of Administrative Budget/Propositions (if any) and solicits comments from the public
Tuesday	March 26 Board Meeting	Board of Education completes review of Administrative Budget/Propositions Board of Education establishes tentative 2013-14 Budget and Propositions (if any)
Saturday	April 6	Legal Publication
Saturday	April 13	Legal Publication
Saturday	April 20	Legal Publication
Wednesday	April 24	BOE petitions due
Wednesday	April 24	Voter Registration Day
Saturday	April 27	Legal Publication
Monday	May 6	Popular Budget available for public review
Tuesday	May 14	Presentation of Budget/Propositions and questions from the public Time: 7:00 p.m. Place: Batavia High School - Library
Tuesday	May 21	Budget, Board of Education and Propositions (if any) Vote

7:00 a.m. through 9:00 p.m.