

PUTNAM VALLEY CENTRAL SCHOOLS
BUDGET TIME LINE - 2012-2013 SCHOOL YEAR

The following is a listing of the dates, times, topics, deadlines and a actions for the district's budget development. All meetings will be held in the Putnam Valley High School Cafeteria and begin at 7:00 unless otherwise noted.

December 2011 – February 9, 2012	Administrators and Staff help develop the Superintendent’s recommended budget
January 12, 2012	BOE Work Session: Fund Balance & Preliminary Budget Presentation
January 26, 2012	BOE Work Session: Presentation of departmental budgets by administrators; Presentation of Budget Advisory Committee Report
February 9, 2012	BOE Work Session: Budget Discussion
February 16, 2012	BOE Business Meeting: Budget Discussion
March 8, 2012	BOE Work Session Meeting: Budget Discussion
March 22, 2012	BOE Business Meeting: Budget Discussion
March 27, 2012	Legal notice of date, time, and place of School Budget Hearing and Annual Budget Vote. Must advertise 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the Annual Budget Vote. Notice should appear in 2 general circulation newspapers.
April 12, 2012	BOE Work Session: Budget Discussion
April 16, 2012	Submission of petitions for Board of Education candidates and submission of petitions for propositions to be placed on ballot.
April 19, 2012	BOE Business Meeting-- BUDGET Adopted by BOE
April 20, 2012	Property Tax Report Card submitted to SED by the end of the next business day following the budget adoption but no later than 24 days prior to Budget vote. Property Tax Report Card must be submitted to local newspaper of general circulation.
April 20, 2012	Budget distributed to the community.
April 24, 2012	Special Business Meeting to adopt the Proposed 2011-11 BOCES Budget; Tenure Meeting
May 3, 2012	BOE Work Session/Budget Hearing (Must be held not earlier than 14 days and not later than 7 days before the vote)
May 4, 2012	Budget Notice mailed to eligible voters after the budget hearing and at least six days prior to the vote.
April 17 - May 9, 2012	Clerk must mail an absentee ballot for every qualified voter who requests one. The ballot must be mailed not earlier than 30 days or later than 7 days prior to the election day.
May 11, 2012	District Clerk must maintain a list of names of those residents who were given absentee ballots and make such list available for public inspection the five days prior to the Budget Vote except Sunday. (Public posting no longer required).
May 15, 2012	Budget Vote and Board Election