

PUTNAM VALLEY CENTRAL SCHOOLS
BUDGET TIME LINE - 2011-2012 SCHOOL YEAR

The following is a listing of the dates, times, topics, deadlines and 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 2010 – March 2011	Administrators and Staff help develop the Superintendent's recommended budget
March 3, 2011	BOE Work Session: Presentation of departmental budgets by Administrators; Presentation of Budget Advisory Sub Committee Reports
March 9, 2011	BOE Special Business Meeting--Budget Session--Presentation by Budget Advisory Committee
March 17, 2011	BOE Business Meeting: Budget Session
April 2, 2011	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 7, 2011	BOE Work Session--Dr. Fuchs and Mr. Lee present proposed 2011-12 Budget
April 14, 2011	BOE Business Meeting--Budget Adopted by the Board of Education
April 18, 2011	Last Day for Submission of petitions for Board of Education candidates.
April 18, 2011	Last Day for Submission of petitions for propositions to be placed on the ballot.
April 21, 2011	BUDGET APPROVED BY BOARD
April 22, 2011	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 26, 2011	Special Business Meeting to adopt the Proposed 2011-12 BOCES Budget; Tenure Meeting
April 26, 2011	Budget distributed to the community.
May 5, 2011	Budget Hearing (Must be held between 7 and 14 days before the vote)
May 6, 2011	Budget Notice mailed to eligible voters the day after the budget hearing (and at least six days prior to the vote).
April 19 - May 11, 2011	Clerk must mail an absentee ballot for every qualified voter who requests one by application. The ballot must be mailed not earlier than 30 days or later than 7 days prior to the election day. The ballot can be picked up by the voter through May 16, 2011
May 13, 2011	A list of persons to whom absentee ballots have been issued must be available for inspection to qualified voters at the District Clerk's Office during regular office hours until the day of the vote.
May 17, 2011	Budget Vote and Board Election. Absentee Ballots must be received by the District Clerk by 5 PM.