

West Babylon Union Free School District
2018-2019 Budget Calendar

Date	Budgetary Action
October 24, 2017	Board adoption of the 2018-2019 Budget Calendar.
November 13, 2017	Discussion of budget parameters with Central Administrators and Superintendent's Management Team.
December 4, 2017	Central Administrators, Principals, Directors, and Coordinators will receive their department/building budget.
December 20, 2017	Department/building budgets due back to the Business Office.
January 17, 2018	Central Administrators will meet to review Budget Draft #1.
January 23, 2018*	Discussion of Budget Draft #1 development.
February 9, 2018	Board receives Budget Draft #1.
February 13, 2018*	Presentation of 2018-2019 Budget Draft #1: Anticipated Revenues: state aid estimates, proposed use of fund balance/reserves, and proposed tax levy. Appropriations budget with administrative recommendations.
March 1, 2018	Submit the 2018-2019 calculation for the Property Tax Levy Limit to the Office of State Comptroller, NYS Department of Tax and Finance and the NYS Education Department.
March 13, 2018*	Discussion of Budget Draft #2 development.
March 23, 2018	Board receives Budget Draft #2.
March 27, 2018*	Presentation of Budget Draft #2.
March 29, 2018	Board receives final draft Budget.
April 2, 2018	Legal notice of date, time, and place of School Budget Hearing and Annual Budget Vote.
April 10, 2018*	Board's final review and adoption of the 2018-2019 proposed budget.
April 11, 2018	Property Tax Report Card must be submitted to SED using the State Aid Management System (SAMS) by the end of the next business day following the budget adoption but no later than 24 days prior to Budget Vote.
April 11, 2018 – April 24, 2018	Budget Statement and required attachments must be made available, upon request, at each school building and at the district office, public or free association library and on the district's website at least 7 days before Budget Hearing date and at least 14 days before the Budget Vote.
May 1, 2018*	Hold School Budget Hearing.
May 2, 2018	Mail budget notice to eligible voters after the Budget Hearing but no later than 6 days prior to Budget Vote day.
May 15, 2018	Annual Meeting - Uniform Statewide Budget Vote and Board of Education election.

*Regular Board of Education Meeting

West Babylon Union Free School District
2018-2019 Budget Calendar
June Budget Revote (if needed)

Date	Budgetary Action
May 22, 2018*	Board review and discussion of defeated budget with Administrative Recommendations.
June 5, 2018	Legal notice for budget revote once each week in the 2 weeks before revote day, first publication 14 days before revote.
June 5, 2018	Budget Statement and required attachments must be made available, upon request, at each school building and at the district office, public or free association library and on the district's website at least 7 days before Budget Hearing date and at least 14 days before the Budget Revote.
June 12, 2018*	Hold School Budget Hearing.
June 13, 2018	Mail budget notice to voters the day after the hearing but no later than 6 days before the revote day.
June 19, 2018	Statewide Budget Revote Day.

*Regular Board of Education Meeting