

ARDSLEY UNION FREE SCHOOL DISTRICT
ANNUAL DISTRICT PLANNING & BUDGET CALENDAR FOR 2018-2019 BUDGET

Day	Date	Responsibility/ Event	Activity
Various	December 2017	Superintendent/ Board	Discussion of budget guidelines for the 2018-2019 budget development.
Various	December 2017	Principals/Directors	Begin work on the development of an annual operating plan and budget within the guidelines provided by the Board.
Various	December 2017 – January 2018	Principals/ Directors	Budget Development Meetings
Tuesday	February 27, 2018	Board Meeting	Public Budget Workshop - 2018-2019 Maximum Allowable Tax Levy Limit
Thursday	March 1, 2018	Administration	Submit 2018-2019 Maximum Allowable Tax Levy Limit to State Comptroller on or before this date.
Tuesday	March 13, 2018	Board Meeting	Public Budget Work Session
Tuesday	March 27, 2018	Board Meeting	Public Budget Work Session Superintendent Recommendations
Saturday	March 31, 2018	District Clerk	First (of four) publications giving notice of time and place of Budget Vote and Election
Monday	April 16, 2018	District Clerk	Candidate petitions due in District Clerk's office by 5 pm
Tuesday	April 17, 2018	Board Meeting	Board adopts budget for Required Annual School District Budget Vote/Adopts Property Tax Report Card Board vote on BOCES budget
Wednesday	April 18, 2018	Administration	Property Tax Report Card submitted to SED
Wednesday	April 18, 2018	District Clerk	Second (of four) publications giving notice of time and place of Budget Vote and Election
Friday	April 27, 2018	Administration	Budget newsletter sent to printer
Tuesday	May 1, 2018	Administration	Annual School District Budget Hearing Availability of budget in buildings and on District website
Wednesday	May 2, 2018	Administration	Six-day Notice (Budget Notice) mailed to residents
Thursday	May 3, 2018	District Clerk	Third (of four) publications giving notice of time and place of Budget Vote and Election
Tuesday	May 8, 2018	District Clerk	Deadline for applications for absentee ballots to be mailed
Thursday	May 10, 2018	District Clerk	Open Voter registration by Board of Registration
Friday	May 11, 2018	District Clerk	Fourth (of four) publications giving notice of time and place of Budget Vote and Election
Monday	May 14, 2018	District Clerk	Deadline for application for absentee ballots to be picked up
Tuesday	May 15, 2018	District Clerk	Budget Vote and Election 6:00 am – 10:00 am and 2:00 pm – 9:00 pm