

Greenville Central School District 2017-2018 BUDGET DEVELOPMENT CALENDAR

September 2016						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 09/12/16 BOE review of the 2017-2018 Budget Development Calendar 7:00 pm
- 09/26/16- Review budget development guidelines and budget forms with Administrators and Supervisors
- 09/30/16

October 2016						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 10/17/16 BOE Adoption of the 2017-2018 Budget Development Calendar 7:00 pm

November 2016						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 11/1/16 Team Leader, Department Chair, budgets submitted to Principals
- 11/4/16 Administrators submit Operations & Maintenance needs
- 11/08/16 QEC and new Program Proposals to Superintendent

December 2016						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 12/06/16
 - Budgets submitted from Administrators
 - Revisions and updates to long-range plans due, i.e. equipment and Human Resources
 - Questar III service requests due from Administrators
- 12/12-23/16 Business Official meets with Supervisors to review Budget Submittal

January 2017						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 01/20/17 Final day for 2016-2017 Requisitions
- 01/03-13/17 Administrators meet with Superintendent and Business Official for budget review

February 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- 02/06/17 BOE Budget Discussion #1 Rollover Budget 6:00 pm
- 02/08/17 List of disabled voters for Absentee Ballots requested from three counties
- 02/27/17 BOE Budget Discussion #2 Program Component 6:00 pm
- 02/28/17 Tax Levy Limit submitted to NYS Comptroller

March 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 03/06/17 BOE Budget Discussion #3
Capital & Administration Component 6:00 pm
- 03/27/17 BOE Budget Discussion #4 Revenue 6:00 pm
- 03/31/17 Annual Meeting & Election notice #1
[Four times in the seven weeks preceding Vote;
First being at least 45 days before the Vote]

April 2017						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 04/04/17 Budget Advisory 6:00 pm
- 04/10/17 BOE Budget/Business Meeting
Tentative Budget Adoption 6:00 pm
- 04/11/17 Media Release: Voter Registration and
Absentee ballots
- 04/11/17 Applications available for Absentee Ballots at the
District Office and/or website
- 04/11/17 Property Tax Report Card submitted to SED and
transmitted to media [Statutory deadline is April 24, 2017]
- 04/12/17 Annual Meeting & Election notice #2
- 04/17/17 Deadline for filing Board petitions and deadline to submit
propositions to the District Clerk by 5:00 pm
[no less than 30 days before the Vote]
- 04/20/17 Absentee Ballots available from District Clerk
- 04/24-28/17 Budget Newsletter mailing
- 04/25/17 Media release on Proposed Budget and Vote
Proposed Budget available to public at the District Office and
www.greenville.k12.ny.us
[7 days before Annual Budget Hearing]

May 2017						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 05/02/17 Annual Budget Hearing 7:00 pm
Middle/High School Auditorium
(no less than 7 and no more than 14 days prior to Vote)
Last day for application for absentee ballot if ballot is
to be mailed
- 05/03/17 Annual Meeting & Election notice #3
- 05/03/17 Voter Registration 3:00 – 7:00 pm
[at least four hours; no more than 14 days
nor less than 5 days prior to the Vote]
Ellis Elementary School Elevator lobby
- 05/10/17 •Annual Meeting & Election Notice #4
•Budget Notice mailed
- 05/16/17 **Annual Meeting** 1:00-9:00 pm
~Budget Vote and BOE Election~
Ellis Cafeteria

Copies from all Administrators and Supervisors of all budget documents are to be submitted electronically to the Superintendent, Business Official and Administrative Assistant to the Business Official.