

# Greenville Central School District 2018-2019 BUDGET DEVELOPMENT CALENDAR

September 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

- 09/18/17 -BOE Review of the 2018-2019 Budget Development Calendar 7:00 pm
- 09/25/17- -Review budget development guidelines and budget forms with Administrators and Supervisors
- 09/29/17

October 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				

- 10/16/17 -BOE Adoption of the 2018-2019 Budget Development Calendar 7:00 pm

November 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		

- 11/01/17 -Team Leaders and Department Chairs submit budgets to Principals
- 11/03/17 -Administrators submit Operations & Maintenance needs
- 11/07/17 -QEC and new program proposals to Superintendent

December 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						

- 12/08/17 -Administrators submit Budgets\* Revisions and updates to long-range plans due, i.e. equipment and Human Resources
- Questar III service requests due from Administrators
- 12/11/17- -Business Official meets with Supervisors to review budget submittal
- 12/22/17

January 2018						
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			

- 01/19/18 -Final day for 2017-2018 Requisitions
- 01/03/18- -Administrators meet with Superintendent and Business Official for budget review
- 01/17/18

February 2018						
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			

- 02/07/18 -List of disabled voters for Absentee Ballots requested from three counties
- 02/12/18 -Business/BOE Budget Discussion #1 Rollover Budget 6:30 pm
- 02/26/18 -BOE Budget Discussion #2 Program Component 6:00 pm
- 02/28/18 -Tax Levy Limit submitted to NYS Comptroller

March 2018						
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

- 03/05/18 -BOE Budget Discussion #3  
*Capital & Administration Component* 6:00 pm
- 03/26/18 -BOE Budget Discussion #4 *Revenue* 6:00 pm
- 03/30/18 -Annual Meeting & Election Notice #1  
[four times in the seven weeks preceding Vote;  
first being at least 45 days before the Vote]

April 2018						
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					

- 04/09/18 -BOE Budget/Business Meeting  
Tentative Budget Adoption 6:00 pm
- 04/09/18 -Media Release: Voter Registration and  
Absentee Ballots
- 04/09/18 -Applications available for Absentee Ballots at the  
District Office and/or website
- 04/10/18 -Property Tax Report Card submitted to SED and  
transmitted to media [Statutory deadline is April 24, 2018]
- 04/11/18 -Annual Meeting & Election Notice #2
- 04/16/18 -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]
- 04/19/18 -Absentee Ballots available from District Clerk
- 04/23-27/18 -Budget Newsletter Mailing
- 04/24/18 -Media Release on Proposed Budget and Vote  
Proposed Budget available to public at the District Office  
and at [www.greenville.k12.ny.us](http://www.greenville.k12.ny.us)  
[7 days before Annual Budget Hearing]

May 2018						
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		

- 05/01/18 -Annual Budget Hearing  
Middle/High School Auditorium 7:00 pm  
[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
- 05/02/18 -Annual Meeting & Election Notice #3
- 05/02/18 -Voter Registration 3:00–7:00 pm  
Ellis Elementary School Elevator Lobby  
[at least four hours; no more than 14 days  
nor less than 5 days prior to the Vote]
- 05/09/18 -Annual Meeting & Election Notice #4  
-Budget Notice mailed
- 05/15/18 -Annual Meeting 1:00-9:00 pm  
◆Budget Vote and BOE Election◆  
Ellis Cafeteria

\*All Administrators and Supervisors are to electronically submit copies of all budget documents to the Superintendent, the Business Official, and the Administrative Assistant to the Business Office.