

# Greenville Central School District 2019-2020 BUDGET DEVELOPMENT CALENDAR

September 2018										
Su	Mo	Tu	We	Th	Fr	Sa		09/17/18	-BOE Review of the 2019-2020 Budget Development Calendar	6:30 pm
						1				
2	3	4	5	6	7	8		09/24/18- 09/28/18	-Review budget development guidelines and budget forms with Administrators and Supervisors	
9	10	11	12	13	14	15				
16	17	18	19	20	21	22				
23	24	25	26	27	28	29				
30										

October 2018										
Su	Mo	Tu	We	Th	Fr	Sa		10/15/18	-BOE Adoption of the 2019-2020 Budget Development Calendar	6:30 pm
	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							

November 2018										
Su	Mo	Tu	We	Th	Fr	Sa		11/13/18	-Team Leaders and Department Chairs submit budgets to Principals	
				1	2	3				
4	5	6	7	8	9	10		11/13/18	-Administrators submit Operations & Maintenance needs	
11	12	13	14	15	16	17				
18	19	20	21	22	23	24				
25	26	27	28	29	30					

December 2018										
Su	Mo	Tu	We	Th	Fr	Sa		12/10/18	-Director of Curriculum, Instruction & Assessment submits new program proposals to Superintendent	
						1				
2	3	4	5	6	7	8		12/10/18	-Administrators submit Budgets* Revisions and updates to long-range plans due, i.e. equipment and staffing needs	
9	10	11	12	13	14	15				
16	17	18	19	20	21	22				
23	24	25	26	27	28	29		12/12/18- 12/21/18	-Business Official meets with Supervisors to review budget submittal	
30	31									

January 2019										
Su	Mo	Tu	We	Th	Fr	Sa		01/02/19 - 01/17/19	-Administrators meet with Superintendent and Business Official for budget review	
		1	2	3	4	5				
6	7	8	9	10	11	12		01/14/19	-Business/BOE Budget Discussion #1 <i>Rollover Budget</i>	6:30 pm
13	14	15	16	17	18	19				
20	21	22	23	24	25	26				
27	28	29	30	31				01/18/19	-Final day for 2018-2019 Requisitions	

February 2019										
Su	Mo	Tu	We	Th	Fr	Sa		02/06/19	-List of disabled voters for Absentee Ballots requested from three counties	
						1	2			
3	4	5	6	7	8	9		02/11/19	-Business/BOE Budget Discussion #1 <i>Rollover Budget</i>	6:30 pm
10	11	12	13	14	15	16				
17	18	19	20	21	22	23				
24	25	26	27	28				02/25/19	-BOE Budget Discussion #2 <i>Program Component</i>	6:00 pm
								02/28/19	-Tax Levy Limit submitted to NYS Comptroller	

March 2019						
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						

- 03/04/19 -BOE Budget Discussion #3  
*Capital & Administration Component* 6:00 pm
- 03/25/19 -BOE Budget Discussion #4  
*Revenue* 6:00 pm

April 2019						
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			

- 04/04/19 -Annual Meeting & Election Notice #1  
[four times in the seven weeks preceding Vote;  
first being at least 45 days before the Vote]
- 04/04/19 -Media Release: Voter Registration and  
Absentee Ballots
- 04/04/19 -Applications available for Absentee Ballots  
at the District Office and/or website
- 04/08/19 -BOE Budget/Business Meeting 6:30 pm  
Tentative Budget Adoption
- 04/12/19 -Property Tax Report Card submitted to SED and  
transmitted to media [Statutory deadline is April 26, 2019]
- 04/16/19 -Annual Meeting & Election Notice #2
- 04/22/19 -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]
- 04/24/19-05/01/19 -Budget Newsletter Mailing
- 04/25/19 -Absentee Ballots available from District Clerk
- 04/30/19 -Media Release on Proposed Budget and Vote  
Proposed Budget available to public at the District Office  
and at [www.greenvillecsd.org](http://www.greenvillecsd.org)  
[7 days before Annual Budget Hearing]

May 2019						
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	

- 05/01/19 -Annual Meeting & Election Notice #3
- 05/07/19 -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
- 05/08/19 -Voter Registration 3:00 pm-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]
- 05/13/19 -Annual Meeting & Election Notice #4  
-Budget Notice mailed
- 05/21/19 -Annual Meeting 1:00 pm-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.