

## North Greenbush Common School District

48 North Greenbush Rd., Unit B, Troy, NY 12180

(518) 283-6748

### BUDGET DEVELOPMENT OFFICE CALENDAR 2018-2019

<b>November 08, 2017</b>	<b>Regular Meeting of the Board 6:00pm</b> Adoption of 2018-2019 Budget Calendar
<b>December 13, 2017</b>	<b>Regular Meeting of the Board 6:00pm</b>
<b>January 10, 2018</b>	<b>Regular Meeting of the Board 6:00pm</b>
<b>February 07, 2018</b>	<b>Regular Meeting of the Board 6:00pm</b>
March 1, 2018	Calculation for Tax Levy limit Submitted Board of Trustees Petitions Available.
<b>March 14, 2018</b>	<b>Board Budget Workshop on 2018-2019 Budget 5:30pm</b> <b>Regular Meeting of the Board 6:00pm</b>
March 14, 2018	Draft of Budget Newsletter to BOE
March 29, 2018	First Advertisement-Legal Notice of Budget Vote and BOE Elections ( <b>45 days</b> ) * Absentee Ballot Applications Available* Applications can be requested by phone or in person at District Office from April 2 - May 8, 2018 Note: (Applications must be received in District Office no later than May 8, 2018)
April 11, 2018	BOCES Annual meeting Second Advertisement-Legal Notice of Budget Vote and BOE Elections ( <b>30 days</b> )
April 16, 2018	Deadline for submission of Petitions (including sworn statement and bio of 100 words or less) and Propositions to be placed on Ballot by 3pm at the District Office. Inform Candidates of legal requirement for election to Board
<b>April 17, 2018</b>	<b>Annual BOCES Budget Vote</b>
<b>April 18, 2018</b>	<b>Regular Meeting of the Board 6:00pm</b> *2018-2019 Budget Adoption by Board of Trustees *Set Date, Time and Place for Budget Vote and Board Elections *Appointment of Election Inspectors
April 19, 2018	Final Draft Newsletter to Alchar Deadline for Budget Newsletter Approval & submit Property Tax Report Card to SED (SED deadline April 23, 2018) and send copy to newspaper.
April 23, 2018	Last Day to Submit Property Tax Report Card to SED ( <b>24 hrs after adoption of Budget</b> )

April 30, 2018	Third Advertisement-Legal Notice of Budget Vote and BOE Elections ( <b>15 days</b> )
<b>May 2, 2018</b>	<b>Regular Meeting of the Board 6:00pm</b> Budget Hearing on adopted 2017-2018 School Budget <b>6:15pm (must be done 7-14 days prior to vote)</b>
May 3, 2018	Budget Notice and School Budget Newsletter mailed to all residents (no less than <b>6 days</b> prior to vote)
May 8, 2018	Fourth Advertisement-Legal Notice of Budget Vote and BOE Elections (7 Days) * Final day for District Office to mail absentee ballots to voters who have submitted completed absentee ballot applications
May 8, 2018	All <u>Applications</u> for Absentee Ballots <u>Must</u> Be Received in the District Office by 3:00pm
May 10, 2018	Board of Trustees Candidates must file sworn statement of campaign expenses or contributions.
May 15, 2018	Statewide BUDGET VOTE AND BOE ELECTIONS 2:30pm-8:30pm at The Little Red School House. *All <u>Absentee Ballots</u> must be received by 3:00pm District Office *Acceptance of Unofficial Budget Vote *BOE Elections and Proposition(s)
<b>June 13, 2018</b>	<b>Regular Meeting of the Board 6:00pm</b> Approval of Budget Vote and Board Election results
<b>June 19, 2018</b>	<b>Statewide Budget re-vote day (if needed)</b>

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**BOE approvd 11/8/17**