

HARPURSVILLE CENTRAL SCHOOL

Proposed Schedule for Budget Meetings and Deadlines

February 5, 2025	Wednesday	Initial Budget Presentation
February 28, 2025	Friday	Submit Tax Levy Limit
March 5, 2025	Wednesday	Present Revised Budget
April 1–5, 2025	Tuesday-Saturday	Latest date for publishing notice of Annual Meeting (45 days prior)
April 16, 2025	Monday	Present/Accept Final Budget
April 17, 2025	Tuesday	Transmit Tax Report Card to SED (day after adoption) Transmit to local newspaper
April 21, 2025	Monday	Board seat petitions due to District Clerk (30 days prior)
April 25, 2025	Friday	Latest date Tax Report Card available (24 days prior)
April 30, 2025	Wednesday	Budget must be made available upon request to District Residents (7 days prior to Hearing and 14 days prior to vote)
May 7, 2025	Wednesday	Budget Hearing (7 to 14 days prior)
May 9, 2025	Friday	BOE Candidates file sworn statements of campaign expenses
May 13, 2025	Tuesday	Last day for post-marked absentee ballots (7 days prior)
May 14, 2025	Wednesday	Mail out Six Day Budget Notice (after budget hearing but no later than 6 days prior)
May 15, 2025	Thursday	Post absentee ballot listing in District Clerk's Office (5 days prior)
May 19, 2025	Monday	Last day for hand delivered absentee ballots (1 day prior)
May 20, 2025	Tuesday	Annual Meeting and Vote (3 rd Tuesday of May) Post listing of resident absentee ballots sent
June 9, 2025	Monday	Second statement of campaign expenses of BOE Candidates due (20 days after vote)

SCHOOL BUDGET DEADLINES AND ACTIONS

**2025
May 20th Budget Vote**

Deadline	Budgetary Action
(February 28, 2025) March 1, 2025	School districts must submit any information necessary for the calculation of the tax levy limit to the State Comptroller, and the Commissioners of Education and Taxation and Finance.
April 1 – April 5, 2025	Districts must publish first of four legal notices of the budget vote and board election, (i.e. 4 times during the 7 weeks (49 days) preceding the date of the election, the first notice being published not later than 45 days before the election). (The 45th day before the election falls on Saturday, April 5th. If newspaper(s) of general circulation will publish the first legal notice on Sat. April 1st, this complies with the deadline. However, better practice probably would be to publish on or before Friday April 4, 2025, but not before Tuesday April 1, 2025-- the 49th day before the election). Publication on Monday, April 7, 2025, probably also is permissible pursuant to Gen. Constr. Law §25-a1).
April 21, 2025	<p>1. School board candidate nominating petitions due in the office of the district clerk by 5:00 p.m. 30 days before election. (Except in small cities) (30th day before election falls on Sunday, April 20th; therefore, Gen. Constr. Law controls and petitions are due on Monday, April 21, 2025).</p> <p>2. Voter submitted petitions (for propositions other than those required to be included in the notice of annual meeting) must be submitted 30 days before the vote. (30th day before election falls on Sunday, April 20, 2025; therefore, Gen. Constr. Law controls and petitions are due on Monday, April 21, 2025).</p>
April 22, 2025	Districts, other than small cities, must determine the names of all candidates duly nominated and the propositions and referenda to be voted for on the ballot three days prior to the distribution of military ballots, which occurs no later than 25 days prior to the vote in districts other than small cities.
April 25, 2025	Districts, other than small cities, must distribute military ballots no later than 25 days before the vote.
April 17 - April 25, 2025	Districts must transmit “property tax report card” to SED by the end of the next business day following its approval by the school board, but not later than the 24th day before the budget vote. (The 24th day before the Budget Vote falls on Saturday, April 26th. Therefore, best practice would be to transmit the real property tax report card to SED by Friday, April 25, 2025. However, if a particular school board does not meet until April 25, 2025 to approve the property tax report card, then pursuant to the General Construction Law, the report card could be transmitted on Monday, April 28, 2025).
April 30, 2025	School board candidate nominating petitions due in small city school districts in office of district clerk by 5:00 p.m. (20 days before election).
April 30 – May 6, 2025	Districts must complete budget 7 days before the public hearing.
May 5, 2025	Small cities must determine the names of all candidates duly nominated and the propositions and referenda to be voted for on the ballot three days prior to the distribution of military ballots, which

	occurs 14 days prior to the vote in small cities. Seventeen days before the vote falls on Saturday May 4 th , thus under General Construction Law the content of the military ballots may be determined on Monday, May 5 th .
May 5, 2025	1. Last possible day for voter registration by school district board of registration in small city school districts (2 weeks before vote). 2. Small city districts must distribute military ballots no later than 14 days before the vote.
May 6-13, 2025	Board must hold a public hearing on the budget (7-14 days before vote).
April 30, 2025 – May 20, 2025	Copies of the budget must be available to the residents upon request (during the 14 days before the vote and on day of vote).
May 7 – 16, 2025	Last possible day for voter registration by school district boards of registration (14-5 days before vote) (except in small city school districts -- see above).
May 14, 2025	Deadline for mailing “budget notice” (6 days before vote).
May 20, 2025	Annual Budget Vote and School Board Election
May 27- June 3, 2025	Budget must be completed at least seven days prior to the budget hearing at which it is to be presented.
June 3, 2025	Deadline for publication of the first of two required legal notices prior to budget re-vote.
June 10, 2025	Publication of second and final legal notice prior to budget re-vote.
June 3-10, 2025	Public hearing to present the budget 7-14 days prior to the re-vote.
June 3-10, 2025	Copies of the budget, together with attachments required by law, must be made available, upon request, to district residents during the fourteen days immediately preceding the re-vote (as well as at the public hearing on the revote, and on the day of the re-vote). Moreover, if changes have been made to the budget that was defeated by the voters on the first vote, copies of the budget disseminated prior to a re-vote must incorporate such changes.
June 10 – June 15, 2025	Last possible day for voter registration by school district boards of registration (7-2 days before re-vote).
June 11, 2025	Deadline for mailing “budget notice” (6 days before re-vote).
June 17, 2025	Uniform Budget Re-Vote Date