

HARPURSVILLE CENTRAL SCHOOL
Proposed Schedule for Budget Meetings
(updated 1.11.16)

January 11, 2016	Monday	Fund Balance Concepts & 4-Year Fund Balance Overview
February 22, 2016	Monday	2016-17 Budget Overview Topics up to and including: <ul style="list-style-type: none"> • General Support • Supervision & School Improvement • Staff Development • Instructional • Transportation • Census • Benefits • Debt Service • Revenues
March 1, 2016	Tuesday	Submit information to calculate Tax Levy Limit on OSC website
<i>March 7, 2016</i>	<i>Monday</i>	<i>Additional Budget Workshop Date</i>
March 21, 2015	Monday	2016-17 Budget Overview & Budget Adoption Topics up to and including: <ul style="list-style-type: none"> • General Support • Supervision & School Improvement • Staff Development • Instructional • Transportation • Census • Benefits • Debt Service • Revenues
<i>April 11, 2016</i>	<i>Monday</i>	<i>Additional Budget Workshop Date</i>
April 18, 2016	Monday	Budget Adoption Appoint Inspectors, Chairpersons for Election (at least 14 days prior to vote)
March 22 or April 19, 2016	Tuesday	Transmit Tax Report Card to SED (day after adoption) Transmit to local newspaper
April 1, 2016	Friday	Latest date for publishing notice of Annual Meeting (45 days prior)
April 15, 2016	Friday	Board seat petitions due to District Clerk (30 days prior)

April 22, 2016	Friday	Latest date Tax Report Card available (24 days prior)
May 2, 2016	Monday	Budget must be made available upon request to District Residents (7 days prior to Hearing and 14 days prior to vote)
May 6, 2016	Friday	BOE Candidates file sworn statements of campaign expenses (10 days prior)
May 9, 2016	Monday	Budget Hearing (7 to 14 days prior)
May 10, 2016	Tuesday	Last day for post-marked absentee ballots (7 days prior)
May 11, 2016	Wednesday	Mail out Six Day Budget Notice (after budget hearing but no later than 6 days prior)
May 12, 2016	Thursday	Post absentee ballot listing in District Clerk's Office (5 days prior)
May 16, 2016	Monday	Last day for hand delivered absentee ballots (1 day prior)
May 17, 2016	Tuesday	Annual Meeting and Vote (3 rd Tuesday of May) Post listing of resident absentee ballots sent
June 6, 2016	Monday	Second statement of campaign expenses of BOE Candidates due (20 days after vote)

SCHOOL BUDGET DEADLINES AND ACTIONS

2016

May 17th Budget Vote

Deadline	Budgetary Action
April 1, 2016	Legal notice of date, time, and place of School Budget Hearing and Annual Budget Vote. Must be advertised 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the Annual Budget Vote. Notice should appear in 2 general circulation newspapers. If no such newspapers exist in the district, the notice should be posted in at least 20 public places at least 45 days in advance of the Budget Vote.
April 15, 2016	Submission of petitions for Board of Education candidates. Small cities have a deadline of 20 days prior to Budget Vote, all others 30 days.
April 15, 2016	Last day to submit petitions for propositions to be placed in the ballot.
March 21, 2016/ April 18, 2016	Proposed 2015-16 budget approved by Board of Education
April 22, 2016	Property Tax Report Card must be submitted to SED using the State Aid Management System (SAMS) by the end of the next business day following the budget adoption but no later than 24 days prior to Budget Vote. The Report Card includes: total General Fund budget, percentage increase or decrease in total spending and tax levy from prior school year budget, total estimated school tax levy, enrollment growth and the

	percentage change in enrollment from the previous year, fund balance information (actual and projected) and the percentage increase in the Consumer Price Index.
	Property Tax Report Card must be transmitted to local newspapers of general circulation.
Up Through May 17, 2016 (Absentee Ballot List) April 15 – May 10, 2016 (mail ballots)	District Clerk must maintain a list of the names of all individuals provided with absentee ballots. List is subject to public inspection and legal challenge until the day of election. Clerk must mail an absentee ballot for every qualified voter who requests one. The ballot must be mailed no earlier than 30 days or later than 7 days prior to the election day.
May 2, 2016	Budget statements and required attachments must be made available, upon request, at each school building and at the district office, public or free association library and on the district's website at least 7 days before Budget Hearing date and at least 14 days before the budget vote.
May 3- May 10, 2016	Hold Budget Hearing 7-14 days prior to Budget Vote Day. Budget State (including required attachments) must be made available. The budget must be presented at the hearing in plain language and in 3 components: Administrative, Program, and Capital.
May 11, 2016	Mail budget notice to eligible voters the day after the Budget Hearing but no later than 6 days prior to Budget Vote day.
May 17, 2016	Annual Meeting. The sole purpose of the meeting is the Uniform Statewide Budget Vote and Board of Education election.
June 7, 2016	Publish legal notice for budget revote once each week in the 2 weeks before revote day, first publication 14 days before revote.
June 7, 2016	Budget Statement and required attachments must be made available, upon request, at each school building and in the district office, public or free association library and on the district's website at least 7 days before hearing and 14 days before the budget revote.
June 7 – June 14, 2016	Hold Budget Hearing 7-14 days prior to Budget Revote Day. Budget Statement (including required attachments) must be made available. The budget must be presented at the hearing in plain language and in 3 components: Administrative, Program, and Capital.
June 8 – June 15, 2016	Mail budget notice to voters the day after the hearing but no later than 6 days before revote day.
June 21, 2016	Statewide Budget Revote Day