

**Galway Central School District
Budget Development Calendar
2013-14 School Budget**

November 8, 2012	Present 2013-14 budget calendar to the Board of Education for adoption.
November 8-16, 2012	Meet with Administrators/Supervisors and distribute budget guidelines.
November 15, 2012	Meet with Board of Education to discuss & develop budget parameters.
January 10, 2013	Administration/Supervisors submit program budget composite to Business Office.
January 15, 2013 (est.)	Governor's Budget Proposal for state aid distribution made available to school districts.
February 14, 2013	Present 2013-14 preliminary budget forecast and budget assumptions to the Board of Education.
March 1, 2013	Submit 2013-14 calculations for tax levy limit to Office of Comptroller, Tax and Finance, and NYSED.
February 28, 2013 & March 14, 2013	Present 2012-13 operational and general support budgets to the Board of Education for review and comment (Operations & Maintenance, Transportation and General support). Present 2012-13 debt service and employee benefits budget to the Board of Education for review and comment. Present 2012-13 instructional and special education budget to the Board of Education for review and comment.
March 28, 2013	Board of Education budget workshop.
April 5, 2013	Publish 1st notice of Budget Vote & Budget Hearing – Published again on April 15, 29 and May 6, 2013

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- April 11, 2013** Board of Education budget workshop. Final draft of budget presented to Board of Education.
- April 18, 2013** Board of Education adopts 2013-14 budget. (April 26, 2013 – final date for budget adoption.)
- April 22, 2013** Deadline for submission of petitions for propositions to be placed on ballot (30 days preceding budget vote).
- April 22, 2013** District Clerk to inform candidates of legal requirements for all candidates for election to the Board of Education. Board Candidates to submit sworn statements of campaign contributions to the District Clerk thirty days prior to the vote. First sworn statement will be filed with the District Clerk and Commissioner of Education thirty days prior to vote date. Date of drawing by District Clerk for determination of order for listing Board candidates on ballot or voting machine.
- April 27, 2013** Last date to file property tax report card. (PTRC must be submitted to SED within 24 hours of budget adoption)
- May 1, 2013** Voter registration day (Business Office)
- May 1, 2013** Mail district newsletter (include full disclosure information).
- May 9, 2013** Budget Hearing-budget statement and required attachments available 7 days prior to budget hearing.
- May 10-15, 2013** Budget Notice must be mailed to eligible voters after the Budget Hearing, but no later than six days prior to the vote.
- May 15-20, 2013** District Clerk to maintain list of those given absentee ballots and make list available for public inspection the 5 days prior to the annual meeting except Sunday.
- May 21, 2013** Statewide annual meeting/board election/budget vote day.
- May 23, 2013** BOE approves results of budget vote.
- June 18, 2013** Last date to file with District Clerk and Commissioner of Education final sworn statement of campaign contributions by candidates for membership on Board of Education.
- June 18, 2013** Statewide budget revote day.
- July 1, 2013** Implement 2013-14 budget.