

**Galway Central School District  
Budget Development Calendar  
2016-17 School Budget**

<b>November 12, 2015</b>	Present 2016-17 budget calendar to the Board of Education for adoption.
<b>November 13-25, 2015</b>	Meet with Administrators/Supervisors and distribute budget guidelines.
<b>January 7, 2016</b>	Meet with Board of Education to discuss & develop budget parameters.
<b>January 12, 2016</b>	Administration/Supervisors submit program budget composite to School Business Administrator.
<b>January 15, 2016 (est.)</b>	Governor's Budget Proposal for state aid distribution made available to school districts.
<b>February 11, 2016</b>	Present 2016-17 preliminary budget forecast and budget assumptions to the Board of Education.
<b>February 25, 2016 &amp; March 10, 2016</b>	<p>Present 2016-17 operational and general support budgets to the Board of Education for review and comment (Operations &amp; Maintenance, Transportation and General support).</p> <p>Present 2016-17 debt service and employee benefits budget to the Board of Education for review and comment.</p> <p>Present 2016-17 instructional and special education budget to the Board of Education for review and comment.</p>
<b>March 1, 2016</b>	Submit 2016-17 calculations for tax levy limit to Office of Comptroller, NY State Department of Taxation and Finance, and NYSED.
<b>March 24, 2016</b>	Board of Education budget meeting & budget workshop.
<b>April 1, 2016</b>	Publish 1st notice of Budget Vote & Budget Hearing – Published again on April 15, 29 and May 6, 2016
<b>April 7, 2016</b>	Board of Education work session & budget workshop.
<b>April 18, 2016</b>	Deadline for submission of voter petitions for propositions to be placed on ballot (30 days preceding budget vote).

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<b>April 18, 2016</b>	School board candidate nominating petitions due in district clerk's office by 5:00pm. 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.
<b>April 19, 2016</b>	Date of drawing by District Clerk for determination of order for listing Board candidates on ballot or voting machine.
<b>April 21, 2016</b>	Board of Education meeting & budget workshop. Board of Education adopts 2016-17 budget & propositions.
<b>April 22, 2016</b>	Last date for board to adopt the 2016-17 budget by formal resolution.
<b>April 25, 2016</b>	Last date to file property tax report card. (PTRC must be submitted to SED within 24 hours of budget adoption)
<b>April 28, 2016</b>	Budget statement and required attachments made available to public for Budget Hearing.
<b>April 29, 2016</b>	Mail district newsletter (include full disclosure information).
<b>May 3, 2016</b>	Voter registration day (Business Office)
<b>May 4-11, 2016</b>	Budget Notice must be mailed to eligible voters after the Budget Hearing, but no later than six days prior to the vote.
<b>May 5, 2016</b>	Budget Hearing – budget statement and required attachments available 7 days prior to budget hearing.
<b>May 12-16, 2016</b>	District Clerk to maintain list of those given absentee ballots and make list available for public inspection 5 days prior to the annual meeting, except Sunday.
<b>May 17, 2016</b>	Statewide annual meeting/board election/budget vote day.
<b>May 17, 2016</b>	BOE approves results of budget vote.
<b>June 16, 2016</b>	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.
<b>June 21, 2016</b>	Statewide budget revote day.
<b>July 1, 2016</b>	Implement 2016-17 budget.