

**Schenectady City School District  
2020-21 Budget Development Calendar**

**December**

18<sup>th</sup> Meetings held with Building Principals and Departments Heads  
Budget Calendar Presented to the Board of Education

**January**

8<sup>th</sup> Meetings held with Building Principals and Departments Heads  
Presentation of Rollover Budget and Food Services Budget  
22<sup>nd</sup> Executive Budget, Revenue Presentation and Reserves & Fund Balance Presentation  
27<sup>th</sup> Budget Proposals are due

**February**

Public engagement – Budget workbooks  
5<sup>th</sup> Presentation of Facilities, Central Receiving/Central Stores and Central Printing  
24<sup>th</sup> *Administrative Council Meeting*  
27<sup>th</sup> Presentation of Fixed Expenses and Debt Service

**March**

2<sup>nd</sup> Submission of Information on Tax Levy Limit levy report  
4<sup>th</sup> Presentation of District Support Budget  
18<sup>th</sup> Presentation of General Education Budget  
25<sup>th</sup> Presentation of Pupil Personnel Services Budget  
30<sup>th</sup> *Administrative Council Meeting*

**April**

1<sup>st</sup> Projected State Aid based upon State Budget being approved,  
Presentation of First Draft of Budget  
3<sup>rd</sup> Legal notice of school budget hearing and budget vote. Must advertise 4 times within 7 weeks  
of the vote with first publication 45 days before date of vote.  
6<sup>th</sup> *Administrative Council Meeting*  
8<sup>th</sup> Budget Meeting – Presentation of 2<sup>nd</sup> Draft of the Budget  
22<sup>nd</sup> Presentation of Final Budget – BOE approval anticipated  
24<sup>th</sup> **Final date of budget adoption by the BOE.**  
27<sup>th</sup> Submission of Property Tax Report Card to SED, or within 1 day of BOE approval of Budget  
29<sup>th</sup> Petitions for Board of Education candidates

**May**

5<sup>th</sup>-12<sup>th</sup> Budget Statement and Required Documents available at each school building, the District  
Office, any public library and on the website. (must be at least 7 days before the Hearing)  
Property Tax Report card transmitted to local newspaper  
6<sup>th</sup> Public Hearing  
6<sup>th</sup> -13<sup>th</sup> Budget Newsletter including the Budget Notice mailed  
19<sup>th</sup> Budget vote  
20<sup>th</sup> BOE accept Budget Vote and Election results

**June**

16 Statewide budget revote day

**July**

1 Implement 2020-21 Budget