

2010-2011 BUDGET CALENDAR
For PREPARING and ADOPTING the EDUCATIONAL PLAN AND BUDGET

- December 9, 2009** **BOE Finance Committee Meeting**
"Preliminary" 2010-2011 Baseline Operating Budget (BOB)
- December 22, 2009** **BOE Business Meeting**
- 2010-2011 Budget Calendar adoption
- January 7, 2010** **Distribution of guidelines to Budget Builders (Administrators)**
- Discuss planning goals with budget builders
 - Discuss preliminary budget parameters with principals & support staff supervisors
 - Discussion of preliminary budget parameters
 - Competitive bid process reviewed
- January 12, 2010** **BOE Workshop Meeting – "First Look" 2010-2011 BOB Budget**
- Preliminary Budget Development Discussion
 - ✓ State Aid Revenue Outlook
 - ✓ 2009-2010 Budget Status
- January 26, 2010** **BOE Business Meeting**
- February 1, 2010 Phase I Proposals to Superintendent
- February 9, 2010** **BOE Workshop Meeting – "Phase I" Presentations**
- February 23, 2010** **BOE Business Meeting – "Phase I" Presentations**
- March 9, 2010** **BOE Workshop Meeting – Present "Revised" 2010-2011 BOB Budget**
- March 22, 2010 BOE candidate petitions available in Business Office
- March 23, 2010** **BOE Business Meeting**
- April 2, 2010 First publications of legal notice for Budget Vote & Election
- April 13, 2010** **BOE Workshop Meeting**
- April 9, 2010 Second publications of legal notice for Budget Vote & Election
- April 19, 2010** **Last day for submission of Board of Education candidate petitions**
5:00 PM deadline
- District Clerk conducts drawing of names to determine order of candidate listing on ballot.
 - Last school day for submission of petitions for propositions to be placed on the ballot.
- April 20, 2010** **BOE Meeting – Present "Final Draft" Educational Plan & 2010-2011 BOB Budget**
(Last scheduled meeting prior to requirement to adopt)
- Adoption of 2010-2011 Educational Plan & Budget
 - Approval of "Property Tax Report Card"

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April 23, 2010	Last possible day to legally adopt budget. <ul style="list-style-type: none">• Property Tax Report Card must be transmitted to the local newspapers for general circulation.• Absentee Ballots available
April 24, 2010	Last possible day to submit "Property Tax Report Card" to SED <ul style="list-style-type: none">• Final Service Request due to Questar III (<i>approximately</i>)• Arrange for pickup and return of voting machines
April 27, 2010	Third publications of legal notice for Budget Vote & Election <ul style="list-style-type: none">• Budget Document available to the public
April 29, 2010	Voter Registration Mary E. Dardess Elementary School Lobby 4:00 PM to 8:00 PM
April 30, 2010	Sworn campaign expense statements due from Board of Education candidates
May 5 - 12, 2010	Mail School Budget Notice to eligible voters (May 12 th at the latest)
May 7, 2010	Final publications of legal notice for Budget Vote & Election
May 11, 2010	Educational Plan & Budget Hearing - High School Library 6:30 PM
May 12, 2010	Voter Registration Mary E. Dardess Elementary School Lobby 1:00 – 6:00 PM
May 13, 2010	Voter registers will be open for public inspection, 10:00 AM to 12:00 noon
May 13, 2010	Prepare voting machine inserts and transmit to County Board of Elections. <ul style="list-style-type: none">• Physically examine voting machines for ballot placement and sign statement at the Board of Elections.• Post a listing of those residents who were given absentee ballots in the Office of the District Clerk five (5) days prior to the vote date.
May 18, 2010	Budget Vote and Board of Education Election Mary E. Dardess Elementary School Gymnasium 9:00 AM–9:00 PM
May 19, 2010	Purchase Requisitioning Begins for 2010-2011