



Elmsford Union Free School District Budget Calendar for Fiscal Year 2018-19

Date	ACTIVITY
August 2, 2017	Board Approval of 2018-19 Budget Calendar
November 1, 2017	Board and Superintendent to Clarify Goals to be Addressed in the Budget
November 7, 2017	Administrator's Cabinet meeting – review of budget process (budget packets provided prior to meeting)
December 6, 2017	Budget update to the Board – fiscal climate
December 11, 2017	Preliminary budgets due in the Business Office
Dec. 12, 2017 thru Jan. 16, 2018	Superintendent and Business Official meet with individual administrators to review budget needs re: Staffing, Furniture, Equipment & Special Items
January 26, 2018	Administrators Cabinet budget update
February 23, 2018	Board to Receive Draft 2018-19 Budget
March 3, 2018	First Budget Presentation – Saturday Board meeting
March 7, 2018	Review budget presentation at Board meeting (if requested)
March 30, 2018	1st Advertisement
April 11, 2018	Board Adopts Final Budget for the Vote
April 6, 2018	2 nd Advertisement
April 16, 2018	3rd Advertisement – Petitions for Board of Ed candidates are due
April 25, 2018	Proposed budget available to the public
May 2, 2018	Public Hearing on the Budget
May 3, 2018	Mail School Budget Notice in the Budget Newsletter
May 4, 2018	4 th Advertisement
May 15, 2018	Board Elections and Budget Vote

- Budget Notification requirements - 4 times within the 7 weeks preceding the date of the vote.
- First legal notice must be at least 45 days before the annual meeting.
- Budget hearing requirement - Between 7 and 14 days before the vote.