



Elmsford Union Free School District Budget Calendar for Fiscal Year 2022-2023

Date	ACTIVITY
August 28, 2021	Board of Education Goal Setting
September 15, 2021	Board Approval of 2022-2023 Budget Calendar
November 3, 2021	Board and Superintendent to Clarify Goals to be Addressed in the Budget
November 10, 2021	Administrator's Cabinet meeting – review of budget process (budget packets provided prior to meeting)
December 1, 2021	Budget update to the Board – fiscal climate
December 10, 2021	Preliminary budgets due in the Business Office
Dec. 13, 2021 thru Jan. 14, 2022	Superintendent and Business Official meet with individual administrators to review budget needs re: Staffing, Furniture, Equipment & Special Items
February 2, 2022	Administrators Cabinet budget update
March 1, 2022	Board to Receive Draft 2022-2023 Budget
March 5, 2022	First Budget Presentation – Saturday Board meeting
March 9, 2022	Review budget presentation at Board meeting (if requested)
April 1, 2022	1st Advertisement
April 6, 2022	Board Adopts Final Budget for the Vote
April 15, 2022	2 nd Advertisement
April 18, 2022	3rd Advertisement – Petitions for Board of Ed candidates are due
April 27, 2022	Proposed budget available to the public
May 4, 2022	Public Hearing on the Budget
May 5, 2022	Mail School Budget Notice in the Budget Newsletter
May 9, 2022	4 th Advertisement
May 17, 2022	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.