



## 2022-2023 BUDGET DEVELOPMENT CALENDAR

### REVISED 11.10.2021

August - October		Begin process of updating Long-Range Plans with Administration.
Monday, October 18, 2021	Board of Education	Present 2022-23 budget calendar and budget development procedures to the Board of Education for Adoption.
Monday, October 25, 2021		Community Input – Long Range Plan/Budget, <del>7:00 pm WPHS Room B1</del> via Zoom
Friday, October 29, 2021		Meet with budget builders and distribute budget guidelines.
Friday, December 10, 2021		Budget builders submit budgets to Business Office.
<del>12/6/2021</del> Monday, January 3, 2022	Finance Committee	Presentation of draft Long-Range Plan.
<del>12/13/2021</del> Monday, January 10, 2022	Board of Education	Presentation of <i>Long-Range Plan</i> .
December - January		Meet with budget builders throughout the month.
Tuesday, February 15, 2022	Board of Education	<i>Instructional budget</i> presentation.
Monday, February 28, 2022	Board of Education	<i>Non-instructional</i> budget presentation: Athletics, Facilities, Food Service, Technology, and Transportation.
Tuesday, March 1, 2022		Submit Tax Levy Limit calculation to Office of the State Comptroller, Tax & Finance and SED.
Monday, March 7, 2022	Finance Committee	Presentation of draft Preliminary Superintendent's budget.
Monday, March 14, 2022	Board of Education	Presentation <i>Preliminary Superintendent's Budget</i> .
Monday, March 21, 2022	Board of Education	Budget workshop with Board of Education and Administration.
March 29 – April 2, 2022		Legal notice of date, time and place of School Budget Hearing and Annual Budget Vote. Must advertise 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the Annual Budget Vote. Notice should appear in 2 general circulation newspapers.
Monday, April 4, 2022	Board of Education	Board of Education <b>Adoption</b> of 2022-23 Budget & Property Tax Report Card.
Monday, April 18, 2022		Last day to submit petitions for propositions to be placed on the ballot.
April 18 - May 10, 2022		District Clerk must mail an absentee ballot to every qualified voter who requests one. The ballot must be mailed no earlier than 30 days or later than 7 days prior to the election day.
Monday, April 25, 2022		Property tax report card submitted to SED and local newspapers of general circulation.
Wednesday, April 27, 2022		Submission of petitions for Board of Education candidates.
Tuesday, May 3, 2022		Budget Statement and required attachments are available, upon request, at each school building and at the district office, public or free association library and on the district's website.
Monday, May 9, 2022	Board of Education	Budget Hearing: Budget Statement (including required attachments) must be made available. The budget must be presented at the hearing in plain language and in 3 components: Administrative, Program & Capital.
Wednesday, May 11, 2022		Mail budget notice and budget newsletter to eligible voters after the Budget Hearing, but no later than 6 days prior to the Budget Vote day.
Monday, May 16, 2022		District Clerk must maintain list of the names of all individuals provided with absentee ballots.
Tuesday May 17, 2022 Noon to 9 pm	Budget Election & Vote	Annual Meeting - School Budget Vote, Propositions, and Board of Education Election.
Wednesday, May 18, 2022	Board of Education	Acceptance of the results of the School Budget Vote, Propositions, and Board of Education Election.