

**GARDEN CITY UNION FREE SCHOOL DISTRICT
CALENDAR FOR THE DEVELOPMENT OF THE 2012-2013 BUDGET**

<u>ACTION</u>	<u>DATE</u>
Distribution of budget materials	Friday, September 29, 2011
Submission of Capital Project Recommendations for 2012-2013	Friday, October 14, 2011
Submission of preliminary budget requests, forms, and related materials to Superintendent and Assistant Superintendent for Business	Friday, November 04, 2011
Review by Superintendent and Central Office conferences with district administrators, building principals and other staff members; discussion with Board of Education on establishment of budget parameters	November 2011 through January 2012
Finalization of budget draft	Friday, January 11, 2012
Distribution of the Superintendent's proposed budget to the Board of Education	Friday, January 27, 2012
Regular Work Session Budget Work Session #1 – Overview of Superintendent's Budget and Revenues	Tuesday, February 7, 2012
Regular Board Meeting Budget Work Session #2 – All Non-Instructional areas/Administrative and Capital Components and Regular Work Session	Tuesday, February 14, 2012
Budget Work Session #3 – Instructional Components	Tuesday, February 28, 2012
Calculation Information for Tax Levy Limit	Thursday, March 1, 2012
Budget Work Session #4 – Instructional Components/Wrap Up	Tuesday, March 06, 2012
Regular Board Meeting Final Adjustments and Refinements (if needed)	Tuesday, March 20, 2012
Regular Work Session Additional Budget Review and Discussion (if needed)	Tuesday, April 03, 2012
Nominating Petitions Due	Monday, April 16, 2012
Regular Board Meeting Adoption of District Budget and BOCES Budget	Tuesday, April 17, 2012
Submission of Property Tax Report Card to SED	Wednesday, April 18, 2012
Distribution of Budget to the Individual Schools and the Public Library	Tuesday, May 1, 2012
Regular Work Session Budget Hearing Receipt of Absentee Ballot Applications (if mailed to voter)	Tuesday, May 08, 2012
Mailing of Budget Notice to eligible voters	Wednesday, May 09, 2012
Receipt of Absentee Ballot Applications (if hand delivered)	Monday, May 14, 2012
Budget Vote	Tuesday, May 15, 2012

Adopted: November 15, 2011