



**Forestville Central School District
Budget Calendar
Fiscal Year 2023-2024**

November 3, 2022	Budget calendar adopted by the Board of Education
December 5-9, 2022	Principals and Business Executive to meet with Director of Facilities to discuss building level maintenance needs.
December 5-9, 2022	Principals and Business Executive to meet with IT Department to discuss building level technology needs.
January TBD	Superintendent, Business Executive and Director of Technology to meet with Erie I BOCES personnel for details of the 2023-2024 BOCES budget.
January 11, 2023	Individual meetings with the Superintendent and Business Executive to review budget needs. Buildings and Grounds Technology Athletics
January 12, 2022	Board of Education Budget Committee work session #1 (review budget guidelines, timeline and rollover budget)
January 25, 2023	Individual meetings with the Superintendent and Business Executive to review budget needs Elementary School Middle School/High School
January 26, 2023	Individual meetings with the Superintendent and Business Executive to review budget needs. Special Education/Pupil Personnel Data & Assessment Curriculum/Prof Development/Principals
February 2, 2023	Board of Education Budget Committee work session #2. (review initial budget figures, key impact areas and revenue projections)
February 3, 2023	Department plans (needs/requests) due to Superintendent Preliminary BOCES requests due to Superintendent (eBOCES initial participation closes Feb 28 th)
March 1, 2023	Submit tax levy limit calculation to the Office of State Comptroller
March 1, 2023	Requisition forms distributed to staff

March 9, 2023	Board of Education Budget Committee work session #3. (review budget proposal and finalize staffing and major spending decisions)
March 31, 2023	First publication of school budget vote legal notice (1 st of 4 at least 45 days prior to Annual Meeting)
April TBD	BOCES Annual Meeting
April 14, 2023	Second publication of school budget vote legal notice
April 17, 2023	Deadline for submission for petitions for Board of Education candidates (30 days before date of election)
April 18, 2023	Drawing by District Clerk for candidate order on ballot Deadline for submission of requisition forms to Building Administrator Postcard and budget newsletter submitted for printing
April 19, 2023 (but not later than April 26 th)	Budget Committee report to the Board of Education Proposed Budget approved by Board of Education Approve BOCES administrative budget and Board candidates
April 20, 2023 (1 day after budget approved by BOE)	Property Tax Report Card submitted to State Education Department Property Tax Report Card submitted to the newspaper
April 26, 2023	Final BOCES requests due (eBOCES closes) Budget document available upon request in each building and website (no later than 7 days before the Budget Hearing or May 1 st)
April 27, 2023	Distribute budget newsletter to district residents and schools
April 28, 2023	Third publication of school budget legal notice
May 4, 2023	Budget Hearing (at least 7 days but not more than 14 days prior to Annual Meeting or May 3- May 10)
May 5, 2023	Final requisitions due to Business Office
May 8, 2023	School budget notice mailed (after Budget Hearing but no later than 6 days prior to Budget Vote or May 6)
May 12, 2023	Fourth publication of school budget vote legal notice
May 16, 2023	Annual Meeting (Budget Vote and Election of Board members)
June 8, 2023	Board of Education Meeting (Budget and Election results certified)
June 20, 2023	Revote day if put to a second vote