

**JERICHO UNION FREE SCHOOL DISTRICT**  
**2019-2020 Budget Prep Calendar**  
*for*  
**2020-2021 Budget**

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| October – December                           | Principals/Directors/Central Office begin to develop preliminary budget with input from Board of Education  |
| October 31 <sup>st</sup> (Thursday)          | Board Work Session to discuss preliminary budget information and provide budget development direction to Administration – 8:00 AM   |
| November 27 <sup>th</sup> (Wednesday)        | Submission of Budget Request (From Buildings/Depts.)  |
| Dec. 6 <sup>th</sup> – Dec. 20 <sup>th</sup> | Central Office Meetings with Principals and Directors regarding staffing and budget requests  |
| January 2 <sup>nd</sup> (Thursday)           | Invitations to Budget Review Meeting – <i>Website</i>   |
| January 16 <sup>th</sup> (Thursday)          | Regular Board of Education Meeting– <i>Middle School Library</i> - 7:15 PM<br><b>BUDGET WORKSHOP # 1</b><br>Codes: 1000, 2010, 2020, 2070, 7000. 8000 and Capital Improvement plan update |
| February 6 <sup>th</sup> (Thursday)          | Regular Board of Education Meeting– <i>Jackson Elementary School</i> - 7:30 PM<br><b>BUDGET WORKSHOP # 2</b><br>Codes: 2250, 2610, 2810, 2815, 2820, 2825, 2850, 2855                     |
| March 1 <sup>st</sup> (Thursday)             | Tax Levy Limit to be submitted to NYS Comptroller’s Office  |
| March 5 <sup>th</sup> (Thursday)             | <b>BUDGET WORKSHOP # 3 – Middle School Library</b><br>Codes: 2110, 2630, 5000 & 9000  |
| March 19 <sup>th</sup> (Thursday)            | Budget Review Meeting (Appropriations and Revenues)<br><b>Full Budget - Middle School Library – 7:15 PM</b>   |
| March 26 <sup>th</sup> (Thursday)            | Regular Board Meeting - <b>Adopt Budget</b><br><b>Approval of Annual Meeting Notice – MS Library – 7:15 PM</b>  |
| April 20 <sup>th</sup> (Monday)              | Deadline for filing nominating petitions - 5:00 PM<br>Last day for submission of a proposition by voters  |
| April 21 <sup>st</sup> (Tuesday)             | BOCES Budget Vote – Administration Conference Room - 8:30 AM  |
| April 21 <sup>st</sup> (Tuesday)             | Drawing by lot for candidates ballot position – 9:00 AM - District Clerk’s Office   |
| April 23 <sup>rd</sup> (Thursday)            | Regular Board Meeting – Middle School Library – 7:15 PM   |
| May 5 <sup>th</sup> to May 8 <sup>th</sup>   | Mail Budget Newsletter to Community   |
| May 12 <sup>th</sup> (Tuesday)               | Public Hearing – Budget – High School Little Theater 7:30 PM  |
| May 13 <sup>th</sup> (Wednesday)             | Six Day Budget Notice – Mail DEADLINE   |
| May 14 <sup>th</sup> (Thursday)              | Nursing Home Vote – <i>TENTATIVE</i>  |
| May 19 <sup>th</sup> (Tuesday)               | Annual Election and Vote – High School Gym (6:00AM – 9:00PM)<br>Board of Education Meeting to accept results of Vote (9:15 PM)  |