

**GARDEN CITY UNION FREE SCHOOL DISTRICT
CALENDAR FOR THE DEVELOPMENT OF THE 2021-2022 BUDGET**

ACTION	DATE
Distribution of budget materials	October 2020
Submission of preliminary budget requests, forms, and related materials to Superintendent and Assistant Superintendent for Business	Thursday, November 5, 2020
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 2020 through January 2021
Finalization of budget draft	Friday, January 22, 2021
Distribution of the Superintendent's proposed budget to the Board of Education	Friday, January 29, 2021
Public Work Session Budget Work Session #1 – Overview of Superintendent's Budget and Revenues	Tuesday, February 2, 2021
Regular Session / Budget Work Session #2 – All Non-Instructional areas/Administrative and Capital Components	Tuesday, February 23, 2021
Submittal of any information necessary for the calculation of the tax levy limit to the State Comptroller, and the Commissioners of Education and Taxation and Finance.	Friday, February 26, 2021
Public Work Session Budget Work Session #3 – Instructional Components – Part I	Tuesday, March 9, 2021
Voter Propositions	Friday, March 19, 2021
Regular Session Budget Work Session #4 – Instructional Components – Part II	Tuesday, March 23, 2021
First Publication of Notice	March 30, 2021 – April 3, 2021
Public Work Session/Budget Work Session #5 – (if needed)	Wednesday, April 7, 2021
Nominating Petitions Due	Monday, April 19, 2021
Regular Session Adoption of District Budget	Tuesday, April 20, 2021
Submission of Property Tax Report Card to SED and Available to the Public	Wednesday, April 21, 2021
Distribution of Military Ballots	Friday, April 23, 2021
Distribution of Budget to the Individual Schools and the Public Library and Posted on District Website	Tuesday, April 27, 2021
Public Work Session Budget Hearing	Tuesday, May 4, 2021
Receipt of Absentee Ballot Applications (if mailed to voter)	Tuesday, May 11, 2021
Mailing of Budget Notice to eligible voters	Wednesday, May 12, 2021
Last Voter Registration Day / Voter Register Available / Available List of Persons Whom Absentee Ballots Issued	Thursday, May 13, 2021
Receipt of Absentee Ballot Applications (if hand delivered)	Monday, May 17, 2021
Budget Vote and Election / Annual Meeting	Tuesday, May 18, 2021

Adopted: October 20, 2020