

Board of Education 2012-2013 Calendar

Date	Meeting	Location
* July 3 (Tuesday)	* Reorganization Meeting/Regular BOE Meeting	Community Room
July 23	Regular BOE Meeting (if needed)	Community Room
August 13	Regular BOE Meeting (if needed)	Community Room
August 20	Regular BOE Meeting (Visual Inspection @ 6pm)	Community Room
September 10	Regular BOE Meeting	Community Room
September 17	Regular BOE Meeting	Community Room
October 8	HOLIDAY (No meeting)	
October 22	Regular BOE Meeting	Community Room
October 25-27	Annual NYSSBA Convention	Rochester, NY
November 12	HOLIDAY (No meeting)	
November 26	Regular BOE Meeting	Community Room
December 10	Regular BOE Meeting	Community Room
January 14	Regular BOE Meeting	Community Room
January 28	Regular BOE Meeting	Community Room
February 11	Regular BOE Meeting	Community Room
February 25	Regular BOE Meeting	Community Room
March 4	Lobby Day (NYSCOSS)	Albany, N.Y.
March 11	Regular BOE Meeting	Community Room
March 18	Budget Workshop (if needed)	Community Room
March 25	Regular BOE Meeting	Community Room
April 9 (Tuesday)	GST BOCES ANNUAL Meeting	Cooper's Campus
April 17 (Wednesday)	BOCES Administrative Budget Vote Final Budget Review	Community Room
April 22	Regular BOE Meeting Final Budget Adoption	Community Room
May 13	Regular Budget Meeting/Public Hearing	
May 21 (Tuesday)	Budget VOTE & BOE Member Elections	TAE Gym
May 27	HOLIDAY (No meeting)	
June 10	Regular BOE Meeting	Community Room
June 21 (Friday)	GRADUATION	
June 24	Regular BOE Meeting (if needed)	Community Room

RED indicates atypical meeting week or special event.

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
SCHOOL BUDGET TIMETABLE - DEADLINES AND ACTIONS
2013-14

DEADLINE	BUDGETARY ACTION	PERSON(S) RESPONSIBLE
November 2012		
	Superintendent, Administrators, Business Manager, Purchasing agent meet to review procedures	
	BOCES Department Meetings	
December 2012		
Mon 3	District-wide Budget Meeting	Mary Beth/Deb
January 2013		
	Administrators/Grant Writers/BOCES/Maintenance/ Bus Garage/Athletic Director/Other meetings as needed	Mary Beth/Deb
Monday 14	All Staff Budget requests due to their Building Administrators	Administrators
Mon 14	Regular BOE Meeting	
Fri 18	Prelim Admins/Athletics/Maintenance/Transportation budgets due	Andy/Dawn/Joe/ Mike C/Todd/Mike B
Mon 28	Regular BOE Meeting - Budget Forecast & Assumptions	Mary Beth/Deb
Wed 30	Final Admins/Athletics/Maintenance/Transportation Budgets due	Andy/Dawn/Joe/ Mike C/Todd/Mike B
February 2013		
Mon 11	Regular BOE Meeting - Expenditures & Revenue Review	Mary Beth/Deb
Mon 25	Regular BOE Meeting - Review Projected Cuts to get to Tax Levy Cap	Mary Beth/Deb
March 2013		
Fri 1	Submit Tax Levy Limit info on State Comptroller's website	Deb
Mon 4	ALBANY LOBBY DAY	
Mon 11	Regular BOE Meeting-Continued Budget Review	Mary Beth/Deb
Mon 18	Budget Workshop (if needed)	
Mon 25	Regular BOE Meeting-Continued Budget Review	Mary Beth/Deb
April 2013		
Sat 6	Legal Notice Published - 1st time	Deb
Tues 9	GST BOCES Annual Meeting	
Wed 17	Regular BOE Meeting -Final Budget Review (BOCES Admin Vote)	
Sat 20	Legal Notice Published - 2nd time	Deb
Mon 22	Deadline for submission of Petitions for Propositions to be placed on the Ballot.	Mary Beth/Deb
Mon 22	Deadline for submission of Board of Education Candidate Petitions	Colleen
Mon 22	First day Absentee Ballots Can Be Mailed	Colleen
Mon 22	Regular BOE Meeting - Budget Adoption	Mary Beth/Deb
Tues 23	Mail Budget DID	MB/Deb/Colleen

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
 SCHOOL BUDGET TIMETABLE - DEADLINES AND ACTIONS
 2013-14

DEADLINE	BUDGETARY ACTION	PERSON(S) RESPONSIBLE
Tues 23	Property Tax Report Card submitted to SED & the Star-Gazette (within 24 hours of budget adoption)	Deb
May 2013		
Fri 3	Budget Statement & Required Attachments Made Available	Deb
Sat 4	Legal Notice Published -3rd time	Deb
Mon 13	<i>Regular BOE Meeting - Public Budget Hearing</i>	<i>Mary Beth/Deb</i>
Tues 14	Mail Budget Notice	Deb/Colleen
Tues 14	Last day absentee ballots can be mailed	Colleen
Tues 14	Legal Notice Published - 4th time	Deb
Tues 21	<i>Budget Vote & BOE Member Election</i>	

Publish - April 6, April 20, May 4, May 14, 2013

Petitions Due - Monday, April 22, 2013.

** Additional Meetings to be scheduled as needed.

*** Budget must be adopted by April 26, 2013

last updated 6/6/2012