

Bainbridge-Guilford Central School District

2023-2024 Budget Development Schedule

December 9, 2022	Distribute budget packets to buildings.
Dec 12, 2022 thru January 6, 2023	Faculty & Staff input bid items into Online Requisitioning Site and complete Budget Planning, Building Repair and Technology Request forms. Completion date - <u>no later than January 7, 2022</u> .
January 9 - 13, 2023	Building Administrator meetings with staff to review budget information if needed.
January 27, 2023	Deadline for Administrators to review and approve all staff online bid requisitions and finalize building budget information in nVision. Send Budget Planning forms, Building Repair forms, Technology Request forms and copies of final BOCES bid items to the Business Office. The BOCES Online Requisitioning site will be closed after this date.
January – March 2023	Budget Presentations made during Board of Education meetings: January 19 - Transportation & Bldgs & Grounds February 2 - Athletics & Special Education February 16 - Tax Cap Review (filed by March 1 st) March 2 - BOCES Services March 16 - Budget Progress Update
April 6, 2023 or April 13, 2023 (if needed)	Board of Education adopts proposed budget & approves the Property Tax Report Card (submitted to SED no later than Monday, April 24, 2023)
April 7, 2023	Budget Brochure goes to press
April 18 – May 2, 2023	Budget presentation meetings with staff & community
May 2, 2023	Budget Brochure is mailed to district residents. Budget statement and required attachments made available via website, etc.
May 9, 2023	Public Budget Hearing
May 10, 2023	Budget Postcard mailed to district residents
May 16, 2023	District residents vote on the proposed budget