

**Holland Central School District**  
**2018-19 Budget Development Calendar**

- December 1, 2017 - *Send Budget Development Parameters & Information to Building Administrators & Department Heads*
- December 18, 2017 - *2018-19 Budget Development Calendar approved by the Board of Education (Board Meeting)*
- December 18, 2017 - *Preliminary 2018-19 Budget Discussions (Board Meeting)*
- December 20, 2017 - *Completed Budget Development Packets due to the Business Office*
- January 22, 2018 - *1<sup>st</sup> Draft of 2018-19 Budget presented to the Board (Board Meeting)*
- February 5, 2018 - *Continued 2018-19 Budget Discussions (Board Meeting)*
- February 26, 2018 - *2<sup>nd</sup> Draft of 2018-19 Budget presented to the Board (Board Meeting)*
- March 1, 2018 - *Submission of Tax Cap Calculation Information & District's Calculation of Tax Levy Limit*
- March 12, 2018 - *Continued Budget Discussions with the Board (Board Meeting)*
- March 26, 2018 - *3<sup>rd</sup> Draft of 2018-19 Budget presented to the Board (Board Meeting)*  
- *Adopt Legal Notice of School Budget Hearing and Budget Vote*
- March 30, 2018 - *First publication of Legal Notice*  
*(First notice published at least 45 days before the vote + 3 other times)*
- April 5, 2018 - *4<sup>th</sup> Draft of 2018-19 Budget presented to the Board (Board Meeting)*
- April 13, 2018 - *Second publication of Legal Notice*
- April 16, 2018 - *Submission of petitions for propositions and Candidate*

*petitions due for Board Election  
(Deadline 30 days prior to election/vote)*

- April 17, 2018** - *Final Budget Presentation and Budget Adoption (Board Meeting)  
Adopt BOCES Budget (Board Meeting)  
**(May need to change based on BOCES meeting schedule)***
  
- April 17, 2018 - *Property Tax Report Card submitted to SED and local newspapers  
**(Within 24 hrs of Budget adoption, but no later than 24 days before vote)***
  
- April 20, 2018 - *Final date by law for 2018-19 Budget adoption by Board of Education*
  
- April 30, 2018 - *Adopted Budget and required attachments available in each building  
**(Must be available 7 days prior to Budget Hearing)***
  - *Budget Notice and Budget Newsletter mailing  
**(Budget Notice must be mailed at least 6 days prior to date of vote)***
  
- May 3, 2018 - *Third publication of Legal Notice*
  
- May 7, 2018 - *Budget Hearing and Candidate Presentations  
**(Hearing must be 7 to 14 days before date of vote)***
  
- May 10, 2018 - *Fourth publication of Legal Notice  
List of residents who were given Applications for Absentee Ballots  
**(Must be posted in District Clerk's Office at least 5 days before vote)***
  
- May 15, 2018 - *Annual Budget Vote and BOE Election (6:00 AM to 9:00 PM)  
**(3<sup>rd</sup> Tuesday in May)***
  
- May 21, 2018 - *Adopt Vote and Election Results (Board Meeting)*