

Cairo-Durham Central School District

2024-2025 Budget Development Calendar

Budget Development Calendar

***BOE Mtg. Begins 6:00 PM in the Distance Learning Room unless otherwise stated on the District Website**

December 2023						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14*	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

DECEMBER 2023	
12/8/2023	Administrators Submit Operations & Maintenance needs
12/14/2023	BoE Mtg. - Approve Budget Development Calendar

January 2024						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11*	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2024	
1/5/2024	New Program Proposals to Superintendent
1/8/2024	Grade Level Leaders & Department Facilitators Submit Budgets to Administrators
1/11/2024	BOE Mtg. & Community Budget Input Session
1/12/2024	Questar III Service Requests Due from Administrators
1/22/2024	Meet with Budget Builders to Review Submitted Budgets (1/22/24 to 1/26/2024)
1/31/2024	Final Day to submit 2023-2024 Requisitions to the Business Office

February 2024						
S	M	T	W	Th	F	Sa
				1*	2	3
4	5	6	7	8	9	10
11	12	13	14	15*	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

FEBRUARY 2024	
2/1/2024	BOE Mtg. Budget Presentation #1 with Rollover and Executive Budget Data
2/28/2024	Tax Levy Limit submitted to NYS Comptroller (Due March 1)

March 2024						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7*	8	9
10	11	12	13	14	15	16
17	18	19	20	21*	22	23
24	25	26	27	28	29	30
31						

MARCH 2024	
3/7/2024	1. BOE Mtg. Budget Presentation #2
3/15/2024	Legal Notice Created, approved by Attorney, and submitted (2 Papers for 4 dates)
3/31/2024	List of disabled voters for Absentee Ballots received from NTS

April 2024						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11*	12	13
14	15	16	17	18	19	20
21	22	23*	24	25	26	27
28	29	30				

APRIL 2024	
4/1/2024	Annual Meeting & Election Legal Notice #1 (45 days prior to budget vote)
4/11/2024	BOE Mtg. Budget Presentation #3 , Adoption of Budget & Property Tax Report Card
4/19/2024	Annual Meeting & Election Legal Notice #2
4/22/2024	Candidate Petitions, Biography, Statement & Propositions to District Office by 5:00PM
4/23/2024	Property Tax Report Card Due to NYSED (4/29/24)
4/26/2024	Budget Statement (Available to public no later than 7 days prior to Budget Hearing)
4/30/2024	Annual Meeting & Election Legal Notice #3

May 2024						
S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9*	10	11
12	13	14	15	16	17	18
19	20	21*	22	23*	24	25
26	27	28	29	30	31	

MAY 2024	
5/1/2024	Voter Registration (District Office)(At least 2 weeks before vote) 1:00-5:00 PM
5/9/2024	Annual Budget Hearing 6:00 PM (Must be 7-14 days prior to vote, between 5/7-5/14 /24)
5/10/2024	Budget Notice & Newsletter (Mailed no later than 6 days prior to vote 5/8-5/15/24)
5/11/2024	Annual Meeting & Election Legal Notice #4
5/21/2024	Budget Vote & BOE Election 1:00-9:00 PM (Third Tuesday in May)
5/23/2024	BOE Mtg. - Adoption of Budget Vote