

**NORTHEASTERN CLINTON CENTRAL SCHOOL DISTRICT  
2022-2023 BUDGET DEVELOPMENT CALENDAR**

- NOV. 2021** Prepare budget request packages to distribute to administrators and supervisors. Budget requests due back to district office by January 14th, 2022. Discuss with administrators and supervisors potential changes and needs for the 2022-2023 school year. Encourage shared decision making process with Building & District Level Teams.
- DEC. 2021** Prepare preliminary requests to St. Lawrence/Lewis BOCES for submission January 2022. Superintendent and Business Manager continue work on identifying cost savings measures and assessing the needs of the district to provide potential changes.
- JAN. 2022** Begin to assemble budget requests received from all schools and departments. Discuss educational needs with faculty, staff and community members. Continue meetings with administrators and supervisors regarding program and staffing changes. Review staff retirements. Garner tentative approval of any staff reductions.
- FEB. 2022** **BUDGET DEVELOPMENT UPDATE: 2/2/2022 @ 6:00 P.M. @ MS/HS @ Regular Board Meeting**  
Update the Board at its regular monthly BOE meeting of the status of the Budget Planning Process.
- MAR. 2022** **FIRST BUDGET DEVELOPMENT WORKSHOP DATE: 3/2/2022 @ 6:00 P.M. @ Mooers**  
1<sup>st</sup> run of Expenditure Budget with detail of proposed changes along with updated Revenue projections.  
**SECOND BUDGET DEVELOPMENT WORKSHOP DATE: 3/30/2022@6:00 P.M. @Rouses Point**  
Proposed Final run of Expenditure Budget and Revenue Status Report, along with overview of reductions/changes to the overall budget.
- APRIL 2022** **ADOPT FINAL BUDGET 4/6/2022 @ 6:00 P.M. @ MS/HS @ Regular Board Meeting**  
SUBMIT BUDGET TO PRINTERS: 4/8/2022  
PROOF BUDGET DUE BACK FROM PRINTERS: 4/13/2022 & APPROVAL TO PRINT 4/20/2022  
BUDGET DUE BACK FROM PRINTERS: 4/29/2022  
BUDGETS MAILED AND MADE AVAILABLE TO PUBLIC: 5/2/2022  
BUDGET NOTICE MAILED TO ALL VOTERS: 5/11/2022
- MAY 2022** **BUDGET HEARING/REGULAR MTG - 5/9/2022 @ 6:00 P.M. @ MS/HS @ Regular Meeting**  
Review Proposed Budget

**ANNUAL VOTE ON BUDGET & ELECTION OF MEMBERS TO BOARD OF  
EDUCATION**

**DATE: 5/17/2021**

**VOTING HRS: 11:00 AM - 8:00 PM**