

**HUDSON CITY SCHOOL DISTRICT
HUDSON, NEW YORK**

2020-2021 BUDGET DEVELOPMENT TIMELINE

As of May 4, 2020 with **June 9, 2020** as Budget Vote Date

**Spring Recess	CANCELLED
March 17, 2020	BOE Budget Committee hosts Community Budget Workshop 6:00 to 6:30 pm, prior to Board of Education Meeting <ul style="list-style-type: none">• Cancelled – To be rescheduled
March 30, 2020	Executive Order 202.13 (EO 202.13) was issued by Governor Cuomo postponing School District Elections until at least June 1, 2020. In the opinions of our attorneys, Elections also means budget votes. June 2, 2020 is the first Tuesday following June 1. Therefore, the following is a synopsis using June 2 as the Budget Vote & Election date.
April 1, 2020	Questar III Annual Meeting via Zoom ONLY
April 7, 2020	Community Budget Workshop 6:00 to 6:30 p.m. prior to the board meeting (via Zoom)
April 21, 2020	Community Budget Workshop 6:00 to 6:30 p.m. prior to the board meeting & Questar III Budget & Board Vote (via Zoom)
ASAP	Mail postcard to qualified voters with vote date, budget hearing date, definitions of qualified voter and notice that vote will be held by absentee ballot only. (NTS will do this for the District in place of providing poll books – Postage is not included)
May 5, 2020	Budget Update during Zoom Board Meeting (Maria & Jesse)
May 11, 2020	SCHOOL BOARD NOMINATING PETITIONS DUE to District Clerk by 5 p.m. (30 days before election per executive order) <ul style="list-style-type: none">• Candidates can simply send an email that they wish to be on the ballot (District Clerk confirms qualifications)• Candidates will appear in alphabetical order on the ballot.• Inform candidates of legal requirement for all candidates for election to Board of Education – to file sworn statements of campaign contributions with district clerk (more than \$500) and distribute informational material including bio for newsletter.• Notify social media, press and radio regarding candidates for the School Board, date, time, and polling places.• First sworn statement of campaign contributions to Board Candidates to be filed with the School District Clerk and Commissioner of Education<ul style="list-style-type: none">• Submission of petitions for propositions (not candidates) to be placed on the ballot: (30 days preceding budget vote is Sunday, May 10, 2020.)
May 12, 2020	FIRST NOTICE of Budget Hearing, Annual Meeting and Election published in The Register Star, The Columbia Paper and social media outlets (28 days prior to vote per EO.) Must include Remote Budget Hearing date.

Military Absentee Ballot application available upon request. Absentee Ballot applications available. (it is unclear if regular absentee ballot applications will be required)

- May 19, 2020** Dr. Suttmeier to present the Educational Plan
- **Tentatively the last meeting for BOE to adopt the budget amount before the State Tax Report Card transmission deadline of May 22, 2020.**
 - Resolution to make district employees poll workers to tally absentee ballots
- May 19-22, 2020 **Prepare Ballot/Absentee Ballot finalize** with Maria
- Send ballot to NTS for perm packs NTS Data Systems will be supplying Permanent Absentee Ballots (Perm Packs) for the first time. District is responsible for postage.
 - Permanent Absentee Ballots may not be mailed earlier than 20 days (small city schools nominating petitions due 30 days prior) or later than 7 days prior to Election Day – **(May 21 – June 2, 2020)**
- May 21, 2020 Special Meeting, if needed, to adopt a budget number.
- May 22, 2020 Transmission of Property Tax Report Card (to SED & Newspapers of Record)
Required within 24 hours of proposed budget adoption (Deadline is May 21).
- May 22, 2020** **2nd Notice of Budget Hearing, Annual Meeting and Election** published in The Register Star, and The Columbia Paper and Social Media Outlets
- May 26, 2020** **Copies of 2020-2021 Proposed Budget (Budget Books) available to public** at least 7 business days before Budget Hearing date (May 26, 2020) and at least 14 days before Budget Vote (June 9, 2020) Electronic copy with all attachments must be posted on our website.
- Distribute Military Absentee Ballots (14 days prior to vote)**
- Property Tax Report Card** is required to be part of the proposed budget (budget book)
- Voter Registration has been suspended (as interpreted by our attorneys).** Last day to register would have been 14 days prior to the vote date.
- May 26, 2020** **TENTATIVE PUBLIC HEARING FOR PROPOSED BUDGET – 6:30** p.m. via Zoom. (Not less than 7 before or more than 14 days prior to budget vote). This date is preferable to allow for the most time to finalize budget newsletter with budget notice, print and mail to residents.
- May 27, 2020 **MAIL SCHOOL PROPOSED BUDGET NOTICE AND DISTRICT NEWSLETTER** to all district residences **(no later than 6 days prior to Budget Vote)**
- June 2, 2020** Last day to mail absentee ballots to absentee voters.
- School District Clerk must maintain a list of names of those residents who were given an absentee ballot
- June 9, 2020** **SPECIAL MEETING FOR VOTE: PROPOSED BUDGET AND SCHOOL BOARD ELECTION –**
Awaiting on guidance for Absentee ballot counting specifics
- Board of Education meets at 6:30 and will have an update on how many absentee ballots have been received and voting numbers as of 6:30 p.m.

- June 10-12, 2020 School District Clerk must notify winners within 24 hours of the vote tabulation
- Notify press and radio concerning election results, if needed. Update social media outlets.
- June 19, 2020 Regular Board Meeting to adopt Budget Vote and Election Results.
- June 23 or June 30, 2020 Budget Revote – awaiting guidance from Governor (if needed)] **(Usually 3rd Tuesday in June)**
- June 30, 2020 Last date to file with School District Clerk and Commissioner of Education final sworn statement of campaign contributions over \$500 by candidates for membership on Board of Education
- July 1, 2020 Implement 2020-2021 Budget

BOE Approved: January 7, 2020
 Revised & BOE Approved: January 21, 2020
 Revised: January 29, 2020
 Revised: April 6, 2020
 Revised: April 21, 2020
 Revised & BOE Approved: May 5, 2020