

# 2018 – 2019 Budget Calendar

(Updated 11/10/17)

Red – Indicates Board Activity

Green – Indicates Administration Activity

Black – Indicates State Deadline/Activity

## September, 2017

9/1/17 -PDE publishes 18/19 Permitted Tax Increase Base Index

9/30/17 -PDE notifies Districts of Base or Adjusted Index & Budget Timeline

## October, 2017

10/25/17 -Finance and Buildings/Grounds Committee Meeting –review Budget Calendar and Capital Plans

10/26/17 -PDE pays district 50% of slot money allocation for 2017-18

## November, 2017

11/1/17 -Unpaid School District Real Estate Tax becomes delinquent

11/6/17 -Board Meeting

11/10/17 -Technology Budget Requests Due

11/15/17 -A-Team Meeting - Discussion of budget issues and expectations, budget calendar and special budget requests (SBR) with Administration; Administrators begin preparing building & program budgets

11/16/17 -Finance and Buildings/Grounds Committee Meeting – Reviews Budget issues and Capital Plans

11/20/17 -Board Meeting

## December, 2017

12/1/17 -Deadline to update tax rate information with DCED

12/4/17 -Board Meeting

12/6/17 -SBR summaries, including estimated budget impacts due to Superintendent & Business Manager

12/13/17 -District Technology budget information draft due to Administration

12/15/17 -Sterling Act Tax Credit Data Certification due to PDE

12/18/17 -Board Meeting – Review tax rate index implications vis-à-vis Preliminary Budget and option to adopt Resolution not to exceed the tax rate index (Opt-Out Resolution)

12/20/17 -A-Team Meeting – review SBR's and budget progress

12/21/17 -Finance and Buildings/Grounds Committee Meeting – Recommends Capital Plans for Board action

12/26/17 -PDE notifies District of School Year AFR Data for Referendum Exceptions

12/31/17 -Home/Farmstead Notices due to potential qualifying property owners

## January, 2018

1/2/18 -Board Meeting – Superintendent recommends SBR's

-Business Manager provides initial expense and revenue estimates to Board

-Board reviews tax rate index implications and Opt-Out Resolution option

-Board acts upon recommended Capital Plans

1/16/18 -Board Meeting – Act on Opt-Out Resolution or act on request to make a draft Preliminary Budget available to the public

1/17/18 -A-Team Meeting

1/17/18 -File Opt-Out Resolution with Commonwealth if approved by Board, or advertise availability of draft Preliminary Budget

1/18/18 -Finance and Buildings Grounds Committee Meeting

1/25/18 -District deadline to display Preliminary Budget or adopt Opt-Out Resolution.

1/26/18 -Building & Program budgets due to Business Office by 4:00 P.M.

1/30/18 -PDE deadline for Opt Out Resolution & related proposed tax rate increases (only if approved) to be filed

1/30/18 -Administration provides draft 2018/19 Revenue Projections to Board for review

## February, 2018

- 2/4/18 -Deadline for public notice of intent to adopt 2018/19 Preliminary Budget (if no Opt-Out Resolution)
- 2/5/18 -[Board Meeting - Review updated Preliminary or Estimated Budget information](#)
- 2/5/18 -[Cabinet begins budget reviews with Administration](#)
- 2/6/18 -Governor presents budget address
- 2/9/18 -PDE notifies District if tax rates are equal to or less than index if they adopted an Opt-Out Resolution
- 2/14/18 -Deadline to adopt Preliminary Budget unless Opt-Out Resolution was adopted
- 2/15/18 -[Finance and Buildings/Grounds Committee Meeting](#)
- 2/19/18 -Deadline to submit Preliminary 2018/19 Budget to PDE if needed
- 2/20/18 -[Public Budget Work Session, Board Meeting – last date to approve filing for tax rate exceptions](#)
- 2/21/18 -[A-Team Meeting – Discussion of Budget Issues with Administration](#)
- 2/22/18 -Deadline to publish Notice of Intent to File for Referendum Exceptions, if approved by Board
- 2/23/18 -[Cabinet completes budget reviews with Administration](#)

## March, 2018

- 3/1/18 -Homeowner deadline to file home/farmstead application with county
- PDE notifies districts that proposed tax rates are equal to or less than index
- District filing deadline for referendum exceptions requiring PDE approval
- 3/5/18 -[Board Meeting - updates provided on significant budgetary impacts](#)
- 3/15/18 -[Finance and Buildings/Grounds Committee Meeting](#)
- 3/16/18 -Deadline to submit referendum question seeking voter approval of tax rate exceeding index
- 3/19/18 -[Board Meeting – updates provided on significant budgetary impacts](#)
- 3/21/18 -[A-Team Meeting - Discussion of budget issues with Administration](#)
- 3/21/18 -PDE deadline to rule on referendum exception petitions
- 3/26/18 -Deadline to submit to county, if PDE denies referendum exceptions, a referendum question seeking voter approval to exceed index
- 3/26/18 -[Public Budget Work Session - Budget Handbooks distributed & reviewed](#)

## April, 2018

- 4/3/18 -[Board Meeting - updates provided on significant budgetary impacts](#)
- 4/15/18 -Secretary of Budget certifies amount of slots funding available for 18/19 distribution
- 4/16/18 -[Board Meeting - updates provided on significant budgetary impacts](#)
- 4/18/18 -[A-Team Meeting – Discussion of budget issues with Administration](#)
- 4/19/18 -[Finance and Buildings/Grounds Committee Meeting –reviews draft Proposed Budget](#)
- 4/20/18 -Secretary of Budget notifies PDE if slots distributions are authorized

## May, 2018

- 5/1/18 -[Display Proposed Budget in Administration Building and notify public of its availability](#)
- 5/1/18 -PDE notifies districts of slots funding allocation (if authorized)
- County homestead properties report distributed to districts
- 5/7/18 -[Board Meeting – Board reviews and approves Proposed Final Budget](#)
- 5/9/18 -[Vision Newsletter draft sent to Graphcom to format](#)
- [Advertise Budget Hearing and intent to adopt Final Budget in local newspaper](#)
- 5/15/18 -Primary Election – Statement on referendum items must be complete prior – per county requirement
- 5/16/18 -[A-Team Meeting - Discussion of budget issues with Administration](#)
- 5/17/18 -[Finance and Buildings/Grounds Committee Meeting - review proposed Final Budget updates](#)
- 5/21/18 -[Board Meeting](#)
- 5/22/18 -[Vision Newsletter revisions proof due to Graphcom](#)
- 5/29/18 -[Vision Newsletter mailed to residents](#)
- 5/31/18 -Deadline to update DCED tax rate information
- Deadline to reject slots funds (by Board resolution)
- Deadline to adopt 2018/19 proposed final budget

## June, 2018

- 6/4/18 -[Public Budget Hearing, Board Meeting](#) - Board determines amount of homestead/farmstead exclusion rate for qualified 2018/19 real estate tax bills
- 6/5/18 -Deadline to submit to PDE a resolution declining slots funds
- 6/10/18 -Deadline to make 2018/19 Proposed Final Budget available for public inspection
- 6/18/18 -[Board Meeting - Vote on Final Budget and Final Tax Levy Resolution](#)
- 6/20/18 -Deadline to publish notice of intent to adopt 2018/19 Final Budget
- 6/20/18 -[A-Team Meeting](#)
- 6/20/18 -[Finance and Buildings/Grounds Committee Meeting](#)
- 6/30/18 -Deadline to adopt 2018/19 Final Budget
- Deadline to adopt Homestead/Farmstead Exclusions Resolution
- Deadline to adopt Annual Tax Levy Resolution

## July, 2018

- 7/1/18 -Tax bills distributed
- 7/2/18 -[Board Meeting](#)
- 7/15/18 -Deadline to submit Final Budget, Estimated Ending Fund Balance from 2018/19 and Utilization of Referendum Exceptions to PDE
- Deadline to submit Annual Tax Levy Resolution to DCED
- 7/16/18 -[Board Meeting](#)
- 7/19/18 -[Finance and Buildings/Grounds Committee Meeting](#)
- 7/30/18 -PDE notifies election officials of districts that declined slots money & allow voter decision

## August, 2018

- 8/4/18 -PDE notifies county election officials of school districts that have taken action to reject 2018-19 property tax relief allocation under Section 903(a)
- 8/23/18 -PDE pays district 50% of slot money allocation