

2018-2019 BUDGET TIMELINE

9/01/2017	Pennsylvania Department of Education (PDE) deadline to publish in PA Bulletin 2018-19 Act 1 Base Index.
9/19/2017	Budget packets released to administrators for completion.
9/30/2017	PDE deadline to notify school districts of applicable adjusted index and of 2018-2019 year budget process timeline.
10/09/2017	Preliminary staffing needs due in Superintendent's Office.
10/16/2017	Building maintenance requests due in Ass't. to the Superintendent's Office. Preliminary divisional budgets due in Business Office. Tentative approval for building maintenance requests.
10/17/2017 thru 11/01/2017	Review of staffing needs by Superintendent.
Nov./Dec. 2017	Adopt Resolution Authorizing Proposed Preliminary Budget Display and Advertising.
12/04/2017	Fall athletic supplies and equipment requests due in Business Office.
1/04/2018	Advertise for bids for fall athletic supplies and equipment.
1/12/2018	Distribution of 2018-2019 Preliminary Budget to the Board.
1/12/2018	Preliminary Budget available for public inspection.
1/13/2018	Advertising of 2018-2019 Preliminary Budget.
1/25/2018	Adoption of 2018-2019 Preliminary Budget. Approval of resolution approving Preliminary Budget and authorizing referendum exception and final budget notice.
2/08/2018	Snow date for the adoption of 2018-2019 Preliminary Budget.
2/11/2018	Award bids for fall athletic supplies and equipment.
2/14/2018	PDE deadline to adopt the 2018-2019 Preliminary Budget.
2/19/2018	Deadline for submission of the PDE FORM 2028 2018-2019 Preliminary Budget containing the proposed tax increase to PDE.
2/22/2018	Deadline to publish notice of intent to request approval from court or PDE for referendum exceptions.
3/01/2018	Deadline to submit exception filing to PDE. PDE notification that submitted 2018-2019 Preliminary Budget whether the proposed tax rates are equal to or less than the Act 1 index.
3/05/2018	Janitorial supplies, janitorial equipment, general supplies, office and classroom furniture and audio-visual hardware/supply request due in the Business Office.

3/16/2018 **Deadline for submitting a referendum question to the county board of elections if not seeking an exception.**

3/21/2018 **Deadline for PDE to rule on exception filings.**

3/26/2018 **Deadline to submit backend referendum question if exceptions submitted to PDE are denied.**

4/09/2018 **Winter athletic supply requests due in Business Office.**

4/12/2018 **Award bids for classroom and office furniture.**

4/13/2018 **Distribute the 2018-2019 Final Proposed Budget to the Board.**

4/14/2018 **Advertise 2018-2019 Final Proposed Budget and intent to adopt at May and June meetings.
Staffing authorization.**

4/15/2018 **PA Secretary of the Budget certifies the total amount available for distribution in the Property Tax Relief Fund.**

5/1/2018 **PDE notifies school districts of the amount of their state allocation of property tax reduction funding.**

Assessor provides each school district with a certified report with information on homestead and farmstead properties.

4/26/2018 **Public Forum on the 2018-2019 Proposed Final Budget.**
 or
5/10/2018 **Approval of the 2018-2019 Proposed Final Budget.**

5/11/2018 **Budget revisions.**
 thru
5/31/2018

5/15/2018 **Primary election for backend referendum.**

5/24/2018 **Award of audio-visual, general supply and janitorial bids.
Advertise for bids for winter athletic supplies and equipment.**

5/31/2017 **PDE deadline for approval of the 2018-2019 Proposed Final Budget.
Deadline to submit Certification of Use of PDE-2028 to PDE.**

6/14/2018 **Adopt the 2018-2019 Final Budget.
Adopt a resolution implementing the homestead/farmstead exclusion.**

6/21/2018 **Award bids for winter athletic supplies and equipment.**

6/30/2018 **PDE deadline for adopting 2018-2019 Final Budget.**

7/05/2018 **Spring athletic supply requests due in Business Office.**

7/19/2018 **Advertise for bids for spring athletic supplies and equipment.**