

# 2019-2020 BUDGET TIMELINE

9/01/2018	Pennsylvania Department of Education (PDE) deadline to publish in PA Bulletin 2018-19 Act 1 Base Index.
9/21/2018	Budget packets released to administrators for completion.
9/30/2018	PDE deadline to notify school districts of applicable adjusted index and of 2019-2020 year budget process timeline.
10/09/2018	Preliminary staffing needs due in Superintendent's Office.
10/16/2018	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.
10/10/2018 thru 11/01/2018	Review of staffing needs by Superintendent.
Nov./Dec. 2018	Adopt Resolution Authorizing Proposed Preliminary Budget Display and Advertising.
12/04/2018	Fall athletic supplies and equipment requests due in Business Office.
1/04/2018	Advertise for bids for fall athletic supplies and equipment.
1/11/2019	Distribution of 2019-2020 Preliminary Budget to the Board.
1/11/2019	Preliminary Budget available for public inspection.
1/14/2019	Advertising of 2019-2020 Preliminary Budget.
1/24/2019	Adoption of 2019-2020 Preliminary Budget. Approval of resolution approving Preliminary Budget and authorizing referendum exception and final budget notice.
2/14/2019	Snow date for the adoption of 2019-2020 Preliminary Budget.
2/14/2019	Award bids for fall athletic supplies and equipment.
2/20/2019	PDE deadline to adopt the 2019-2020 Preliminary Budget on form PDE-2028.
2/25/2019	Deadline for submission of the PDE FORM 2028 2019-2020 Preliminary Budget containing the proposed tax increase to PDE.
2/28/2019	Deadline to publish and post on district website notice of intent to request approval from court or PDE for referendum exceptions.
3/07/2019	Deadline to submit exception filing to PDE. PDE notification that submitted 2019-2020 Preliminary Budget whether the proposed tax rates are equal to or less than the Act 1 index.

**3/22/2019** Deadline for submitting a referendum question to the county board of elections seeking voter approval of tax rate increase in excess of the index if not seeking and exception.

**3/27/2019** Deadline for PDE to rule on exception filings.

**4/01/2019** Deadline to submit backend referendum question if exceptions submitted to PDE are denied.

**4/09/2019** Winter athletic supply requests due in Business Office.

**4/12/2019** Distribute the 2019-2020 Final Proposed Budget to the Board.

**4/12/2019** Advertise 2019-2020 Final Proposed Budget and intent to adopt at May and June meetings.  
Staffing authorization.

**4/15/2019** PA Secretary of the Budget certifies the total amount available for distribution in the Property Tax Relief Fund.

**5/1/2019** 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.

**4/25/2019** Public Forum on the 2019-2020 Proposed Final Budget.  
or  
**5/09/2019** Approval of the 2019-2020 Proposed Final Budget.

**5/10/2019** Budget revisions.  
thru  
**5/31/2019**

**5/21/2019** Primary election for backend referendum.

**5/24/2019** Advertise for bids for winter athletic supplies and equipment.

**5/31/2019** PDE deadline for approval of the 2019-2020 Proposed Final Budget.  
Deadline to submit Certification of Use of PDE-2028 to PDE.

**6/13/2019** Adopt the 2019-2020 Final Budget.  
Adopt a resolution implementing the homestead/farmstead exclusion.

**6/21/2019** Award bids for winter athletic supplies and equipment.

**6/30/2019** PDE deadline for adopting 2019-2020 Final Budget.

**7/05/2019** Spring athletic supply requests due in Business Office.

**7/19/2019** Advertise for bids for spring athletic supplies and equipment.