

**West Seneca Central School
District 2024-2025
Budget Calendar**

October 24	Central Team Meeting to review Drafts of Budget Calendar, District Budget Goals and Fund Balance Plan
November 14	Board of Education Meeting (early outline of process - budget goals/guidelines, fund balance plan, budget calendar)
December 5	Board of Education Meeting – Presentation – 2025 Budget Challenges (approve the calendar and fund balance plan) (review current use of pandemic related funding) (discuss budget goals)
December 11	Budget allocations distributed internally.
January 2	Board of Education Meeting – (adopt District Budget Goals)
January 15	CLOSING DATE FOR BUDGET INPUT from Buildings and Departments
Through Jan 15	Meetings to gather department plans (needs/requests)
January 23	Board of Education Meeting – 2025 Internal Cost Drivers (ERS/TRS, Healthcare, Contractual Increases),(discuss budget assumptions, assign priorities)
February 6	Board of Education Meeting – 2025 Revenue Drivers (revenue estimates, tax levy limit calculation)
March 1	Submit tax levy limit calculation to the Office of State Comptroller School Board
March 5	Board of Education Meeting – 2025 First Draft (identify funding gap, decision points)
March 19	Board of Education Meeting – 2025 Second Draft (identify remaining funding gap and decision points)
April 9	Board of Education Meeting – 2025 Final Draft (present final draft of budget, impact of state budget, adoption of budget). April 16 Board of Education Meeting – 2025 Budget Adoption (if needed)
April 26	Final Date for Budget Adoption, Property Tax Report Card Approval and submission
May 7	Budget Hearing
May 21	Annual Meeting (budget vote) (3 rd Tuesday in May)