

POLICY

No. 3011

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SCHEDULE FOR SUBMISSION OF ANNUAL BUDGETS

The BOCES will prepare tentative budgets for Administration, Programs and Capital according to the following schedule:

- November Board Meeting - BOCES Board approves schedule of budget review meetings to take place in January and February.
- Annual survey each December of school districts served by BOCES to determine their needs and requests for cooperative services for the following year.
- January and February - BOCES Board reviews tentative budgets

Each budget will be reviewed and approved by a vote of the BOCES Board for presentation to the component school boards. Approved budgets will be provided to the superintendent and board president of each component district at least 10 days prior to the Annual Meeting and reviewed at the Annual Meeting. The BOCES Board will vote to adopt all of the budgets at its regular May meeting. Adopted budgets will be submitted to the State Education Department on or before June 15th and will reflect the vote of the component school districts on the Administrative budget.

Adopted: March 26, 1975
Ratified: April 21, 1995
Amended: May 20, 1996
Amended: February 12, 2004