



New Jersey Department of Education, Office of Fiscal Policy and Planning Dates for 2020 School Election and Budget Procedures

Revised April 8, 2020 for Executive Order 105 and Executive Order 116

This 2020 School Election and Budget Procedures Calendar includes the election dates and the budget procedures timeline for the April school election, November school election, and the special elections (January, March, September, or December). The New Jersey Department of Education (NJDOE) is not including election procedures timeline dates (Title 19) in this calendar since they are published by the NJ Division of Elections. Districts should refer to the *Annual School Board Election Timeline* to be posted on the Division of Elections website for the election procedures dates (Title 19). The special election procedures timeline is also found within the applicable timeline section in the 2020 NJ Chronological Elections Index on the [Division of Elections website](#).

This document is intended as an administrative convenience and does not constitute a statement of law. This document should not be relied upon as a substitute for the district's review of applicable law or consultation with counsel. This *2020 School Election and Budget Procedures Calendar* is primarily intended to provide budget dates stipulated in Title 18, Education.

Included in this document are the following tables of calendar information:

Table 1. Type II Districts with an April Election Including Regional Districts (Revised April 8, 2020 For EO105 and EO116)

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Please note:

1. Dates in this election calendar have been changed pursuant to *N.J.S.A.* 19:60-1 which gives the Commissioner the authority to change school budget and election calendar dates if they coincide with a period of religious observance, and pursuant to *N.J.S.A.* 19:11-1 which allows movement of dates in the calendar if they fall on Sunday.
2. Dates in this election calendar have been changed pursuant to *N.J.S.A.* 18A:7F-5c which gives the Commissioner the authority to adjust the date for the submission of district budgets if the Commissioner determines that the availability of preliminary aid numbers for the subsequent school year warrants such adjustment.
3. Dates in this election calendar have been changed pursuant to Executive Order 105 (EO105), which moves the date of the April school election to May 12, 2020.
4. Dates in this election calendar have been changed pursuant to Executive Order 116 (EO116), which modifies additional dates in the April school election calendar.

Table 1. Type II Districts with an April Election Including Regional Districts (Revised April 8, 2020 For E0105 and E0116)

Type II April Election District Action	Date	Description of Action	Description of Date	Statutory Reference
Adoption and Filing of Budget	Wednesday, March 4, 2020	Districts must prepare an itemized budget and submit the budget to the executive county superintendent of schools.	March 4 each year	<i>N.J.S.A.</i> 18A:7F-5 and 18A:7F-6
Notice of Public Hearing - First	Thursday, March 19, 2020	Last day to advertise for earliest public hearing. The board of education shall cause notice of such public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district not less than four days prior to the date fixed for such public hearing.	Not less than 4 days prior to the earliest public hearing date	<i>N.J.S.A.</i> 18A:22-10, 18A:22-11, and 18A:22-12
Preparation of Advertised Version of Budget	Monday, March 23, 2020	Last day for the district to prepare the budget for the ensuing school year. The time period between the March 4 adoption date and this date is the county office review period.	On or before March 22 each year. Moved to Monday.	<i>N.J.S.A.</i> 18A:22-7
Budget Approval by Executive County Superintendent	Monday, March 23, 2020	Last day for executive county superintendent to approve the budget statement to be advertised. The budget must be approved by the executive county superintendent prior to advertisement.	Prior to advertisement.	<i>N.J.A.C.</i> 6A:23A-9.1
Delivery of Budget to Board of School Estimate	Monday, March 23, 2020	Last day for a Type II district with a board of school estimate to finalize and deliver the itemized budget to each member of the board of school estimate.	On or before March 22 each year. Moved to Monday.	<i>N.J.S.A.</i> 18A:22-7 and 18A:22-8
Earliest Date for Public Hearing on Budget	Monday, March 23, 2020	Earliest date to hold public hearing on budget. Public hearing may not be held until the executive county superintendent of schools has approved the budget and the	March 22 each year. Moved to Monday.	<i>N.J.S.A.</i> 18A:22-10

Type II April Election District Action	Date	Description of Action	Description of Date	Statutory Reference
		budget and meeting date have been posted and advertised in at least one newspaper.		
Notice of Public Hearing – last	Thursday, March 26, 2020	Last day to advertise for a public hearing on the budget.	Not less than 4 days prior to last public hearing date	<i>N.J.S.A.</i> 18A:22-11 and 18A:22-12
Last Date for Public Hearing on Budget	Monday, March 30, 2020	Latest date to hold public hearing on budget. Public hearing may not be held until the executive county superintendent of schools has approved the budget and the budget and meeting date have been posted and advertised in at least one newspaper.	March 29 each year; Moved to Monday	<i>N.J.S.A.</i> 18A:22-10
User-Friendly Budget Posting to District Website	Wednesday, March 25, 2020 - Wednesday, April 1, 2020	The budget as adopted for the school year shall be provided for public inspection on the district’s internet site, if one exists, and made available in print within 48 hours after the public hearing on the budget.	Within 48 hours after the public hearing on the budget;	<i>N.J.A.C.</i> 6A:23A-8.1(c)
Board of School Estimate – Determination of Budget	Wednesday, April 8, 2020	Last day for the board of school estimate of a Type II district with a board of school estimate to adopt a tax certificate for the budget.	Not later than April 8 each year	<i>N.J.S.A.</i> 18A:22-26
Board of School Estimate – Certification and Raising of Appropriations for Budget	Wednesday, April 15, 2020	Last day for the board of school estimate of a Type II district with a board of school estimate to deliver to county board of taxation and governing body the tax certificate for the budget for the ensuing school year.	April 15 each year	<i>N.J.S.A.</i> 18A:22-26
Deadline to Adopt Budget	Friday, April 24, 2020	Last day to adopt budget prior to election. At or after the public hearing, but no later than 18 days prior to the April school election, the board shall fix and determine by roll call majority vote of the full membership the amount of money to be raised.	At or after the public hearing, not less than 18 days prior to the April election date. Updated pursuant to EO105.	<i>N.J.S.A.</i> 18A:22-32

Type II April Election District Action	Date	Description of Action	Description of Date	Statutory Reference
		<p><i>Note:</i> The potential gap of time between the public hearing held by March 30 and the adoption date is statutory and allows the board additional time to meet to adopt the budget after the public hearing on the budget has been held. To clarify, this gap does not give the board statutory authority to make changes to the advertised budget which were not specifically discussed in detail at the public hearing. Any revenue and appropriation changes that were not discussed specifically and in detail at the public hearing shall not be included in the adopted budget.</p>		
Non-tenured Teaching Staff, Observation and Evaluation	Thursday, April 30, 2020	Each non-tenured teaching staff member employed must be observed and evaluated before this date each year.	April 30 each year	<i>N.J.S.A.</i> 18A:27-3.1
School Election Date – Districts Voting in April	Tuesday, May 12, 2020	Annual school election for those districts not electing to change the school election to November. Note: Pursuant to EO105, the election shall be conducted solely via vote-by-mail ballots, which will automatically be sent to all registered voters without the need for an application to receive a vote-by-mail ballot.	Third Tuesday in April Note: On March 19, 2020, Governor Murphy issued Executive Order 105, moving the April election date to May 12, 2020, which is three weeks later than the original April election date. As such, the respective dates in this calendar have been moved in relation to the change in election date to provide enough time.	<i>N.J.S.A.</i> 19:60-1 and 19:15-2
Board of Education Certification of Results- April Elections	Within two days following certification of election results	Last day for board of education to certify to the county board of taxation the amount approved by voters to be raised for the ensuing school year.	Within two days following certification of election results	<i>N.J.S.A.</i> 18A:22-33

Type II April Election District Action	Date	Description of Action	Description of Date	Statutory Reference
Defeated Budget	Within two days following certification of election results	Last day for a board of education to deliver to the governing body the proposed budget that the voters defeated.	2 days after certification of election results	<i>N.J.S.A.</i> 18A:22-37 and 18A:13-19
First Regular Meeting of Board - April Election districts	Monday, May 18, 2020 - Sunday, May 31, 2020	All Type II boards of education including all regional districts shall organize annually on any day of the first or second week following the annual school election. Each board of education shall organize annually at a regular meeting held not later than 8 p.m. If the organization meeting cannot take place on that day by reason of lack of a quorum or for any other reason, the meeting shall be held within three days thereafter.	Any day of the first or second week following the annual school election. Since election results are not official until County Canvassers meet on the Monday after the election, this time period begins on Monday Updated pursuant to EO105.	<i>N.J.S.A.</i> 18A:10-3
Non-tenured Teaching Staff; Offer of Employment or Notice of Termination	Friday, June 5, 2020	Last day for each board of education in the state to give to each non-tenured teaching staff member either a contract of employment or written notice if employment will not be offered.	May 15 each year Note: On April 7, 2020 EO116 moved the date to offer employment or notify of termination to June 5, 2020.	<i>N.J.S.A.</i> 18A:27-10
Determination by Municipal Governing Body Where Items Rejected at Election	Tuesday, June 9, 2020	Last day for the governing body after consultation with the board to determine and certify to the county board of taxation the amount of money necessary for school purposes to be raised by taxation for the ensuing school year.	May 19 each year Note: On March 19, 2020, EO105 moved the April election date to May 12, 2020, which is four weeks later than the original April election date. As such, and pursuant to EO116 on April 7, 2020, this date has been moved in relation to the change in election date to provide enough time.	<i>N.J.S.A.</i> 18A:22-37 and 18A:13-19

Type II April Election District Action	Date	Description of Action	Description of Date	Statutory Reference
Application for Restoration – Comments by Board of Education	10 working days after action by governing body	<p>Within 10 working days after certification of the general fund tax levy by the governing body or bodies, a district board of education eligible for restoration of budget reductions pursuant to <i>N.J.A.C. 6A:23A-9.9(a)</i>1 or 2 may submit to the Commissioner an application for such restoration. The application must be submitted to the appropriate executive county superintendent, and a copy of the complete application must concurrently be provided to the governing body or bodies.</p> <p>Within 10 working days of delivery to the district board of education and the executive county superintendent, pursuant to <i>N.J.A.C. 6A:23A-9.7(a)</i> or (b), a district board of education may submit to the executive county superintendent any comments it may wish to make in response to the demonstration provided at the time of certification by the governing body or bodies, that the specific reductions made will not adversely affect the ability of the district to provide a thorough and efficient education or the stability of the district given the need for long term planning and budgeting.</p>	10 working days after action by governing body	<i>N.J.A.C. 6A:23A-9.9(a)</i> 3

Table 2. Type II Districts with a November Election Including Regional Districts

Type II November Election District Action	Date	Description of Action	Description of Date	Statutory Reference
Adoption and Filing of Tentative Budget	Friday, March 20, 2020	Districts must prepare an itemized budget and submit the budget to the executive county superintendent of schools, which is the Commissioner’s designee.	On or before March 20	<i>N.J.S.A.</i> 18A:7F-5 and 18A:7F-6
Notice of Public Hearing - First	Monday, April 20, 2020	Last day to advertise for earliest public hearing. The board of education shall cause notice of such public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district not less than four days prior to the date fixed for such public hearing.	Not less than 4 days prior to the earliest public hearing date	<i>N.J.S.A.</i> 18A:22-10, 18A:22-11, and 18A:22-12
Preparation of the Advertised Version of the Budget for Submission to the Board of School Estimate	Monday, April 20, 2020	Last day to finalize the advertised version of the budget for ensuing school year for submission to the Board of School Estimate	On or before April 20	<i>N.J.S.A.</i> 18A:22-7 and 18A:22-8
Budget Approval by Executive County Superintendent	Monday, April 20, 2020	Last day for executive county superintendent to approve the budget statement to be advertised. The budget must be approved by the executive county superintendent prior to advertisement.	Prior to advertisement	<i>N.J.A.C.</i> 6A:23A-9.1
Earliest Date for Public Hearing on Budget	Friday, April 24, 2020	Earliest date to hold public hearing on budget. Public hearing may not be held until the executive county superintendent of schools has approved the budget and the budget and meeting date have been posted and advertised in at least one newspaper.	April 24 each year	<i>N.J.S.A.</i> 18A:22-10

Type II November Election District Action	Date	Description of Action	Description of Date	Statutory Reference
Non-tenured Teaching Staff, Observation and Evaluation	Thursday, April 30, 2020	Each non-tenured teaching staff member employed must be observed and evaluated before this date each year.	April 30 each year	<i>N.J.S.A.</i> 18A:27-3.1
Notice of Public Hearing - last	Sunday, May 3, 2020	Last day to advertise for a public hearing on the budget.	4 days prior to last public hearing date	<i>N.J.S.A.</i> 18A:22-11 and 18A:22-12
Last Date for Public Hearing on Budget	Thursday, May 7, 2020	Latest date to hold public hearing on budget. Public hearing may not be held until the executive county superintendent of schools has approved the budget and the budget and meeting date have been posted and advertised in at least one newspaper.	May 7 each year	<i>N.J.S.A.</i> 18A:22-10
User-Friendly Budget Posting to District Website	Sunday, April 26, 2020 - Saturday, May 9, 2020	The budget as adopted for the school year shall be provided for public inspection on the district's internet site, if one exists, and made available in print within 48 hours after the public hearing on the budget.	Within 48 hours after the public hearing on the budget	<i>N.J.A.C.</i> 6A:23A-8.1(c)
Deadline to Adopt Budget	Thursday, May 14, 2020	Last day to adopt budget. Note: The gap of time between the public hearing held by May 7 and the adoption date of May 14 is statutory and allows the board additional time to meet to adopt the budget after the public hearing on the budget has been held. To clarify, this gap does not give the board statutory authority to make changes to the advertised budget which were not specifically discussed in detail at the public hearing. Any revenue and appropriation changes that were not discussed specifically and in detail at the public hearing shall not be included in the adopted budget.	At or after the public hearing, no later than May 14	<i>N.J.S.A.</i> 18A:22-32

Type II November Election District Action	Date	Description of Action	Description of Date	Statutory Reference
Board of School Estimate – Determination of Budget	Thursday, May 14, 2020	Last day for the board of school estimate of a Type II district with a board of school estimate to adopt a tax certificate for the budget.	At or after public hearing, no later than May 14	<i>N.J.S.A.</i> 18A:22-26
Non-tenured Teaching Staff; Offer of Employment or Notice of Termination	Friday, May 15, 2020	Last day for each board of education in the state to give to each non-tenured teaching staff member either a contract of employment or written notice if employment will not be offered.	May 15 each year	<i>N.J.S.A.</i> 18A:27-10
Board of School Estimate – Certification of the Amount Fixed and Determined	Tuesday, May 19, 2020	Last day for the board of school estimate of a Type II district with a board of school estimate to deliver to county board of taxation and governing body the tax certificate for the budget for the ensuing school year.	On or before May 19 each year	<i>N.J.S.A.</i> 18A:22-26
Board of Education - Certification of the Amount Fixed and Determined	Tuesday, May 19, 2020	Last day for board of education of a Type II district not having a board of school estimate to certify the amount fixed and determined by the school board to the county board of taxation. The amount(s) so certified shall be included in the taxes assessed, levied and collected.	Annually by May 19	<i>N.J.S.A.</i> 18A:22-33
School Election Date - November Election	Tuesday, November 3, 2020	Annual school election for those districts electing to change the school election to November. Polls shall be open between the hours of 6 a.m. and 8 p.m.	Date of General Election	<i>N.J.S.A.</i> 19:60-1 and 19:15-2
First Regular Meeting of Board – November Election districts	Friday, January 1, 2021- Thursday, January 7, 2021	If the organization meeting cannot take place during this period due to the lack of a quorum or for any other reason, the reorganization meeting shall be held within three days thereafter (January 8 through January 10)	Not later than 8 p.m. on any day of the first week in January	<i>N.J.S.A.</i> 18A:10-3(c)

Table 3. Type I Districts

Type I District Action	Date	Description of Action	Description of Date	Statutory Reference
Adoption and Filing of Budget	Wednesday, March 4, 2020	Districts must prepare an itemized budget and submit the budget to the executive county superintendent of schools, which is the Commissioner’s designee.	March 4 each year	<i>N.J.S.A.</i> 18A:7F-5 and 18A:7F-6
Notice of Public Hearing - Earliest	Thursday, March 19, 2020	Last day to advertise for earliest public hearing. The board of education shall cause notice of such public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district not less than four days prior to the date fixed for such public hearing.	Not less than 4 days prior to the earliest public hearing date	<i>N.J.S.A.</i> 18A:22-10, 18A:22-11, and 18A:22-12
Budget Approval by Executive County Superintendent	Monday, March 23, 2020	Last day for executive county superintendent to approve the budget statement to be advertised.	Prior to Advertisement	<i>N.J.A.C.</i> 6A:23A-9.1
Earliest Date for Public Hearing on Budget	Monday, March 23, 2020	Earliest date to hold public hearing on budget. Public hearing may not be held until the executive county superintendent of schools has approved the budget and the budget and meeting date have been posted and advertised in at least one newspaper.	March 22 each year; March 22 falls on Sunday – moved it to Monday	<i>N.J.S.A.</i> 18A:22-10
Delivery of Budget to Board of School Estimate	Monday, March 23, 2020	Last day for Type I boards of education to finalize and deliver the itemized budget to each member of the board of school estimate.	March 22 each year; March 22 falls on Sunday – moved it to Monday	<i>N.J.S.A.</i> 18A:22-7
Notice of Public Hearing – last	Thursday, March 26, 2020	Last day to advertise for a public hearing on the budget.	Not less than 4 days prior to last public hearing date	<i>N.J.S.A.</i> 18A:22-11 and 18A:22-12

Type I District Action	Date	Description of Action	Description of Date	Statutory Reference
Last Date for Public Hearing on Budget	Monday, March 30, 2020	Latest date to hold public hearing on budget. Public hearing may not be held until the executive county superintendent of schools has approved the budget and the budget and meeting date have been posted and advertised in at least one newspaper.	March 29 each year; since March 29 falls on Sunday – moved it to Monday	<i>N.J.S.A.</i> 18A:22-10
User-Friendly Budget Posting to District Website	Wednesday, March 25, 2020 - Wednesday, April 1, 2020	The budget as adopted for the school year shall be provided for public inspection on the district's internet site, if one exists, and made available in print within 48 hours after the public hearing on the budget.	Within 48 hours after the public hearing on the budget	<i>N.J.A.C.</i> 6A:23A-8.1(c)
Deadline for Board of School Estimate to Adopt and Certify Budget	Wednesday, April 8, 2020	Last day for board of school estimate in Type I districts to adopt budget and certify to the board of education and governing body the amount of local funds to be appropriated for use of the public schools.	At or after the public hearing, not later than April 8 each year	<i>N.J.S.A.</i> 18A:22-14
Delivery of Budget Statement Certification to Executive County Superintendent of Schools	Wednesday, April 8, 2020	Last day to provide budget statement certification to executive county superintendent of schools.	April 8 each year	<i>N.J.S.A.</i> 18A:22-14
Non-tenured Teaching Staff; Observation and Evaluation	Thursday, April 30, 2020	Each non-tenured teaching staff member employed must be observed and evaluated before this date each year.	April 30 each year	<i>N.J.S.A.</i> 18A:27-3.1
Application for Restoration – Comments by Board of Education	10 business days after action by board of school estimate	Within 10 business days after certification of the general fund tax levy by the board of school estimate, a district board of education eligible for restoration of budget reductions pursuant to <i>N.J.A.C.</i> 6A:23A-9.9.(a)1 or 2 may submit to the Commissioner an application for such restoration. If the governing body certifies a lower amount in accordance with 18A:22-17, the application may be amended to address additional reductions.	10 business days after action by board of school estimate	<i>N.J.A.C.</i> 6A:23A-9.9

Type I District Action	Date	Description of Action	Description of Date	Statutory Reference
		<p>The application must be submitted to the appropriate executive county superintendent, and a copy of the complete application must concurrently be provided to the board of school estimate.</p> <p>Within 10 business days of delivery to the district board of education and the executive county superintendent, pursuant to <i>N.J.A.C. 6A:23A-9.7(a)</i> or (b), a district board of education may submit to the executive county superintendent any comments it may wish to make in response to the demonstration provided at the time of certification by the board of school estimate, that the specific reductions made will not adversely affect the ability of the district to provide a thorough and efficient education or the stability of the district given the need for long term planning and budgeting.</p>		
Application for Restoration – Comments by Board of School Estimate	10 business days after receipt of district board of education’s application	Within 10 business days of receipt of the district board of education’s application, the board of school estimate may submit to the executive county superintendent any comments it may wish to make on the board’s application. A copy of such comments must be concurrently provided to the board of education.	10 business days after receipt of district board of education’s application	<i>N.J.A.C. 6A:23A-9.9</i>
Non-tenured Teaching Staff; Offer of Employment or Notice of Termination	Friday, May 15, 2020	Last day for each board of education in the state to give to each non-tenured teaching staff member either a contract of employment or written notice if employment will not be offered.	May 15 each year	<i>N.J.S.A. 18A:27-10</i>

Type I District Action	Date	Description of Action	Description of Date	Statutory Reference
First Regular Meeting of Board	Saturday, May 16, 2020	Each board of education in a Type I district shall organize annually at a regular meeting held not later than 8 p.m. If the organization meeting cannot take place on that day by reason of lack of a quorum or for any other reason, the meeting shall be held within three days thereafter.	May 16 each year, or the following day if that day falls on Sunday	<i>N.J.S.A.</i> 18A:10-3

Table 4. School Districts Under State Intervention (Those districts with a State District Superintendent)

State Intervention District Action	Date	Description of Action	Description of Date	Statutory Reference
Adoption and Filing of Tentative Budget	Wednesday, March 4, 2020	Districts must prepare an itemized budget and submit the budget to the executive county superintendent of schools, which is the Commissioner’s designee. <i>Note: Informational copy of budget should be submitted to executive county superintendent.</i>	March 4 each year	<i>N.J.S.A.</i> 18A:7F-5 and 18A:7F-6
Notice of Public Hearing - Earliest	Thursday, March 19, 2020	Last day to advertise for earliest public hearing. The board of education shall cause notice of such public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district not less than four days prior to the date fixed for such public hearing.	Not less than 4 days prior to the earliest public hearing date	<i>N.J.S.A.</i> 18A:22-10, 18A:22-11, and 18A:22-12
Last Day to Present Budget to Board of Education	Monday, March 23, 2020	Last day for State district superintendent to present budget to board of education.	March 22 each year; March 22 falls on Sunday – moved to Monday	<i>N.J.S.A.</i> 18A:7A-50
Approval of Budget	Monday, March 23, 2020	Last day for Commissioner to approve the budget statement to be advertised by district.	Prior to advertisement	<i>N.J.A.C.</i> 6A:23A-9.1
Earliest Date for Public Hearing on Budget	Monday, March 23, 2020	Earliest day for public hearing on budget in school districts under state intervention.	March 22 each year; March 22 falls on Sunday – moved to Monday	<i>N.J.S.A.</i> 18A:7A-51
Notice of Public Hearing - Latest	Thursday, March 26, 2020	Last day to advertise for a public hearing on the budget. At least four days prior to the date fixed for such public hearing, the district shall cause notice of the public hearing and the	4 days prior to latest public hearing	<i>N.J.S.A.</i> 18A:22-11 and 18A:22-12

State Intervention District Action	Date	Description of Action	Description of Date	Statutory Reference
		statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district.		
Last Day for Public Hearing	Monday, March 30, 2020	Last day to hold public hearing on budget. Public hearing may be held any day once the Commissioner has approved the budget and the budget and hearing dates have been posted and advertised in at least one newspaper.	March 29 each year; March 29 falls on Sunday – moved to Monday	<i>N.J.S.A.</i> 18A:7A-51
User-Friendly Budget Posting to District Website	Wednesday, March 25, 2020 - Wednesday, April 1, 2020	The budget as adopted for the school year shall be provided for public inspection on the district's internet site, if one exists, and made available in print within 48 hours after the public hearing on the budget.	Within 48 hours after the public hearing on the budget	<i>N.J.A.C.</i> 6A:23A-8.1(c)
Budget, Determination of Amounts to Be Appropriated	Wednesday, April 8, 2020	Last day for State district superintendent to adopt budget and to certify to the county board of taxation the amount of local funds to be appropriated for use in the public schools.	April 8 each year	<i>N.J.S.A.</i> 18A:7A-52
Delivery of Budget Statement Certification to Commissioner of Education	Wednesday, April 8, 2020	Last day to provide budget statement certification to Commissioner of Education.	April 8 each year	<i>N.J.S.A.</i> 18A:7A-52

Table 5. County Vocational Districts

Vocational District Action	Date	Description of Action	Description of Date	Statutory Reference
Submission of Budget	Wednesday, March 4, 2020	County districts must submit an itemized budget to the executive county superintendent of schools.	March 4 each year	<i>N.J.S.A.</i> 18A:7F-5
Budget Approval by Executive County Superintendent	Tuesday, March 24, 2020	Last day for executive county superintendent to approve the itemized budget.	Fourth Tuesday in March	<i>N.J.A.C.</i> 6A:23A-9.1
Delivery of Budget to Board of School Estimate	Tuesday, March 24, 2020	On or before the fourth Tuesday in March, county vocational district boards of education shall prepare and deliver the itemized budget to each member of the board of school estimate and to the executive county superintendent of schools.	Fourth Tuesday in March	<i>N.J.S.A.</i> 18A:54-28
First Day for Determination of Appropriation, Certification of Amount	Tuesday, March 24, 2020	First day for board of school estimate in county vocational districts to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.	Fourth Tuesday in March	<i>N.J.S.A.</i> 18A:54-29
Last Day for Determination of Appropriation, Certification of Amount	Wednesday, April 8, 2020	Last day for board of school estimate in county vocational districts to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.	April 8 each year	<i>N.J.S.A.</i> 18A:54-29
Application for Restoration – Comments by Board of Education	10 working days after action by board of school estimate	Within 10 working days after certification of the general fund tax levy by the board of school estimate, a district board of education eligible for restoration of budget reductions pursuant to <i>N.J.A.C.</i> 6A:23A-9.9(a)1 or 2 may submit to the Commissioner an application for such	10 working days after action by board of school estimate	<i>N.J.A.C.</i> 6A:23A-9.9(a)3

Vocational District Action	Date	Description of Action	Description of Date	Statutory Reference
		<p>restoration. If the governing body certifies a lower amount in accordance with <i>N.J.S.A.</i> 18A:22-17, the application may be amended to address additional reductions. The application must be submitted to the appropriate executive county superintendent, and a copy of the complete application must concurrently be provided to the board of school estimate.</p> <p>Within 10 working days of delivery to the district board of education and the executive county superintendent, pursuant to <i>N.J.A.C.</i> 6A:23A-9.7(a) or (b), a district board of education may submit to the executive county superintendent any comments it may wish to make in response to the demonstration provided at the time of certification by the board of school estimate, that the specific reductions made will not adversely affect the ability of the district to provide a thorough and efficient education or the stability of the district given the need for long term planning and budgeting.</p>		
Application for Restoration – Comments by Board of School Estimate	10 working days after receipt of district board of education’s application	Within 10 working days of receipt of the district board of education’s application, the board of school estimate may submit to the executive county superintendent any comments it may wish to make on the board’s application. A copy of such comments must be concurrently provided to the board of education.	10 working days after receipt of district board of education’s application	<i>N.J.A.C.</i> 6A:23A-9.9(a)5

Table 6. County Special Services School Districts (CSSSD)

CSSSD Action	Date	Description of Action	Description of Date	Statutory Reference
Submission of Budget	Wednesday, March 4, 2020	CSSSD must submit an itemized budget to the executive county superintendent of schools.	March 4 each year	<i>N.J.S.A.</i> 18A:7F-5
Budget Approval by Executive County Superintendent	Tuesday, March 24, 2020	Last day for executive county superintendent to approve the itemized budget.	Fourth Tuesday in March	<i>N.J.A.C.</i> 6A:23A-9.1
Delivery of Budget to Board of School Estimate	Tuesday, March 24, 2020	On or before the fourth Tuesday in March, CSSSD boards of education shall prepare and deliver the itemized budget to each member of the board of school estimate and to the executive county superintendent of schools.	Fourth Tuesday in March	<i>N.J.S.A.</i> 18A:46-40
First Day for Determination of Appropriation, Certification of Amount	Tuesday, March 24, 2020	First day for board of school estimate in CSSSD to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.	Fourth Tuesday in March	<i>N.J.S.A.</i> 18A:46-41
Last Day for Determination of Appropriation, Certification of Amount	Wednesday, April 8, 2020	Last day for board of school estimate in CSSSD to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.	April 8 each year	<i>N.J.S.A.</i> 18A:46-41
First Regular Meeting of the Board	Wednesday, July 1, 2020 - Tuesday, July 14, 2020	Each board of education for a CSSSD shall organize annually on any day during the first two weeks of July, excluding Sundays.	Any date during the first two weeks of July, except Sundays	<i>N.J.S.A.</i> 18A:46-37

Table 7. Educational Services Commissions

ESC Action	Date	Description of Action	Description of Date	Statutory Reference
Notice to Member Boards of Education of Fees and Method of Funding Expenses	Wednesday, January 15, 2020	On or before this date the board shall notify each member board of education of the fees to be charged for each service and program for the ensuing school year and the method by which the Commission expenses shall be funded.	January 15 each year	<i>N.J.S.A.</i> 18A:6-62
Budget Adoption by Representative Assembly	Monday, March 9, 2020	On or before this date, the representative assembly shall adopt a budget for the ensuing fiscal year.	March 8 each year; March 8 falls on Sunday – moved to Monday	<i>N.J.S.A.</i> 18A:6-62
Budget Submission to Executive County Superintendent	Thursday, March 12, 2020	Last day to submit the budget to the executive county superintendent for approval. (The budget must be submitted to the executive county superintendent within three days of adoption.)	Within 3 days of adoption of budget	<i>N.J.S.A.</i> 18A:6-62
First Regular Meeting of the Board	Monday, June 1, 2020 - Sunday, June 7, 2020	An educational services commission representative assembly shall organize annually during the first week of June.	Any day during the first week of June	<i>N.J.S.A.</i> 18A:6-54

Table 8. Special Elections

Special Election Action	Date	Description of Action	Description of Date	Statutory Reference
Notice of March Special Election	Friday, January 10, 2020	The board of education shall give the municipal clerk or clerks, as the case may be, and the county board of elections no less than 60 days' notice, in writing, of its intention to hold a special election.	60 days prior to special election for March	<i>N.J.S.A. 19:60-2</i>
January Special Election Date	Tuesday, January 28, 2020	The board of education of a type II district may call a special election of the legal voters of the district on only the fourth Tuesday in January, the second Tuesday in March, the last Tuesday in September, or the second Tuesday in December when in its judgment the interest of the schools require such an election.	Fourth Tuesday in January	<i>N.J.S.A. 19:60-2</i>
March Special Election Date	Tuesday, March 10, 2020	The board of education of a type II district may call a special election of the legal voters of the district on only the fourth Tuesday in January, the second Tuesday in March, the last Tuesday in September, or the second Tuesday in December when in its judgment the interest of the schools require such an election.	Second Tuesday in March	<i>N.J.S.A. 19:60-2</i>
Notice of September Special Election	Friday, July 31, 2020	The board of education shall give the municipal clerk or clerks, as the case may be, and the county board of elections no less than 60 days' notice, in writing, of its intention to hold a special election.	60 days prior to special election for September	<i>N.J.S.A. 19:60-2</i>
September Special Election Date	Tuesday, September 29, 2020	The board of education of a type II district may call a special election of the legal voters of the district on only the fourth Tuesday in January, the second Tuesday in March, the last Tuesday in September, or the second Tuesday in December when in	Last Tuesday in September	<i>N.J.S.A. 19:60-2</i>

Special Election Action	Date	Description of Action	Description of Date	Statutory Reference
		its judgment the interest of the schools require such an election.		
Notice of December Election	Friday, October 9, 2020	The board of education shall give the municipal clerk or clerks, as the case may be, and the county board of elections no less than 60 days' notice, in writing, of its intention to hold a special election.	60 days prior to special election for December	<i>N.J.S.A.</i> 19:60-2
Notice of January Special Election	Friday, November 27, 2020	The board of education shall give the municipal clerk or clerks, as the case may be, and the county board of elections no less than 60 days' notice, in writing, of its intention to hold a special election.	60 days prior to special election for January	<i>N.J.S.A.</i> 19:60-2
December Special Election Date	Tuesday, December 8, 2020	The board of education of a type II district may call a special election of the legal voters of the district on only the fourth Tuesday in January, the second Tuesday in March, the last Tuesday in September, or the second Tuesday in December when in its judgment the interest of the schools require such an election.	Second Tuesday in December	<i>N.J.S.A.</i> 19:60-2

Note: For additional dates on the Special Elections, please see the applicable *Special School Board Elections Timeline* section in the 2020 NJ Chronological Elections Index on the [Division of Elections website](#).