



State of New Jersey
DEPARTMENT OF EDUCATION
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CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

KIMBERLEY HARRINGTON
Commissioner

November 14, 2017

TO: Chief School Administrators

ROUTE TO: School Business Administrators/Board Secretaries

FROM: Yut'se O. Thomas, Director
Office of School Facilities and Finance

SUBJECT: 2018 School Election and Budget Procedures Calendar

The 2018 School Election and Budget Procedures Calendar (Election Calendar) is now available on the New Jersey Department of Education's (NJDOE) [Office of School Finance website](#).

Although a single document, the Election Calendar is typically arranged by school district type (e.g., Type I or Type II districts). For each type, the Election Calendar presents the statutory and regulatory dates by which the board of education or board of school estimate must complete certain budget-related processes. Dates and processes are also presented for county vocational districts, county special services school districts, educational services commissions, and school districts under full state intervention. Also presented are special election dates, including municipal clerk notification deadlines for the three 2018 special election dates and the municipal clerk notification deadline for the January 2019 special election.

Please be aware that the September 2018 special election date was moved by the Commissioner to Tuesday, October 2, 2018. An [NJDOE memo](#), also dated November 14, 2017, notifies school districts of the change to the statutory election date. In accordance with *N.J.S.A. 18A:7F-5(c)*, *N.J.S.A. 19:60-1*, *N.J.S.A. 19:60-2* and *N.J.S.A. 19:11-1*, the Commissioner has adjusted certain dates within this Election Calendar. Those dates are specifically identified in the Election Calendar.

c: Members, State Board of Education	Executive County Superintendents
Kimberley Harrington, Commissioner	Executive County Business Officials
Senior Staff	State Monitors
Michael Mindlin	Statewide Parent Advocacy Network
Stephanie Gorman	Garden State Coalition of Schools
Comprehensive Support Network Directors	NJ LEE Group