

**THREE RIVERS/JOSEPHINE COUNTY SCHOOL DISTRICT**  
**PROPOSED BUDGET CALENDAR**  
**2012-2013 BUDGET YEAR**

July 1, 2011	Beginning of new fiscal year and term for newly elected Board members
July 18, 2011	REGULAR BOARD MEETING. Organize the board, <i>ORS 255.335 (6) and ORS 332.040</i> , designate budget officer.
July 15, 2011	Deadline to certify the tax levy to the county assessor (ED-50 and M-5)
July 15, 2011	Due date for filing annual report of student membership for the prior school year with the State Superintendent of Public Instruction. <i>ORS 327.133</i>
July 15, 2011	Deadline to submit complete budget document to State Superintendent of Public Instruction and ESD superintendent. <i>ORS 326.310(4)</i>
August 15, 2011	Deadline for submission of the 200-10 electronic budget to the Department of Education. <i>ORS 326.310(4)</i>
September 6, 2011	First Day of School for Students
November 14, 2011	REGULAR BOARD MEETING. Approve a budget calendar to guide administrative staff and district in compliance with local budget laws.
December 30, 2011	Deadline for 2010-11 electronic Actual revenues and Actual expenditures to the Department of Education. <i>ORS 326.310(4)</i>
December 31, 2011	Last day to file the previous school year's audit with the Department of Education.
January 9, 2012	REGULAR BOARD MEETING
February 13, 2012	REGULAR BOARD MEETING
March 12, 2012	REGULAR BOARD MEETING; Budget Officer presents biennium forecast.

March 25, 2012	The earliest date that the first NOTICE OF BUDGET COMMITTEE MEETING may be published (not earlier than 30 days prior to the first meeting, nor later than five days before.)
April 16, 2012	REGULAR BOARD MEETING; Budget Officer presents updated forecast.
April 13, 2012	The earliest date that the proposed budget document may be released to the budget committee members and, therefore, the general public. (Not more than 10 days prior to mtg)
April 17, 2012	The latest date that the second NOTICE OF BUDGET COMMITTEE MEETING may be published
April 23, 2012	<p><b>FIRST MEETING OF THE BUDGET COMMITTEE.</b> Elect presiding officer. Budget committee may choose to elect an alternate presiding officer.</p> <ul style="list-style-type: none"> <li>➤ Presentation of budget message by the executive officer and the budget document by the budget officer.</li> <li>➤ Consider recommendations from citizens.</li> <li>➤ Announce the time and place of the following meetings.</li> </ul> <p>(The budget document is filed in the district office as a public record, and a copy of the document or part thereof is made available to any person requesting it. <i>ORS 294.401(9)</i>. Additional meetings not published in Budget committee notice must be advertised as notice of a meeting of the governing body. <i>ORS 294.406(2)</i> The budget committee shall schedule meetings as required. All meetings shall be open to the public. A majority of the members of the budget committee is required to pass any action. <i>ORS 174.130</i>)</p>
May 14, 2012	<b>Target date for approval of budget by budget committee</b>
May 18, 2012	Mail itemized list of public improvements included in the budget to the Commissioner of Labor, Bureau of Labor and Industries, 1400 SW 5th Avenue, Portland, Oregon 97201. Identify which projects are anticipated to be contracted and which are to be done with the district's own personnel. Show budgeted cost for each item. (Not less than 30 days before the adoption of the budget.)
May 21, 2012	REGULAR BOARD MEETING

- June 6, 2012 Publication of the Notice of Budget Hearing (ED 1), Fund Summaries Not Requiring Taxes (ED 2), and Fund Summaries Requiring Taxes (ED 3), not more than 30 days nor less than 5 days prior to the hearing. *ORS 294.421(2)*
- June 18, 2012 PUBLIC HEARING ON THE BUDGET, as approved by the budget committee, shall be conducted by no less than a quorum of the board. *ORS 294.430*
- June 18, 2012 REGULAR BOARD MEETING. Enact resolutions adopting the budget, making the appropriations, categorizing and declaring the tax levy. *ORS 294.435 and oar 150-294-435*
- July 15, 2012 Deadline to certify the tax levy to the county assessors on form ED-50 and E-1