



Galveston ISD - Budgeting and Staffing Calendar: 2026-27 (FY27)



Month	Action Step	Stakeholder
October 2025	31: Snapshot Enrollment Data	Walker
November 2025	10: Cabinet reviews enrollment/attendance and ADA vs. Budget Predictions 10: Budget development process and calendar discussed with DEC 17: Cabinet reviews Preliminary District and Campus Enrollment projections and Staffing Guidelines	Cabinet Martello, Polzin, Scott, Neighbors Cabinet
December 2025	15: Staffing projection summaries due to Cabinet from Human Resources 17: Board approval of the Comprehensive Annual Financial Report (Audit) for FY25	Polzin Martello
January 2026	19: MOY District Enrollment Data collected by PEIMS 19: MOY New Staff Onboarding 26: Preliminary enrollment and staffing projections shared with principals by Human Resources	Walker Polzin Polzin
February 2026	02: Final approval of Staffing Guidelines by Cabinet 09: FY27 expenditures to date due from Finance to Cabinet 11: Budget projected allotments sent to campuses and departments (Non Personnel) 16: Campus and department planning teams establish Non Personnel budget priorities 16: Cabinet reviews campus/department additional staffing requests 16: Revised enrollment projections due to Cabinet 18: Board votes to approve Budget Calendar for FY27 18: Administrator contracts taken to the School Board for approval 27: Revised staffing shared with campuses by Human Resources	Cabinet Martello Martello, Dochoda Campus/Department Leaders Cabinet Post, Scott, Polzin Board of Trustees Polzin Polzin, Neighbors
March 2026	01: HR will ensure contract renewal documents have the appropriate language 02-27: Budget meetings with Principals & Department Heads (Non Personnel) 03-27: Transfer window for employees to request a transfer within district 06: Course selections due for secondary campuses 20: Human Resources update to campus leaders on hiring data 24: District budget priorities established during Finance Committee workshop (BOT) 24: Board notification of enrollment/ADA projections 24: Board notification of the Staffing Guidelines 25: Board update of the FY26 Budget Tracking & FY27 Budget First Projection 25: All remaining professional contracts with the exception of those on an intern certification will be taken to the School Board for approval	Polzin Martello, Dochoda Polzin Secondary Principals/Counselors Polzin Martello, Neighbors, BOT Martello Polzin Martello Polzin

April 2026	<p>20: Cabinet reviews Internal FY27 Budget</p> <p>21: Board update of the FY26 Budget Tracking & FY27 Budget Projection</p> <p>22: All remaining professional contracts will be taken to the School Board for approval</p> <p>24: Human Resources update to campus leaders on hiring data</p> <p>24: Notification to departments/budget managers of final staffing approvals for FY 2027</p> <p>24: Non-renewals and terminations of contracts taken to the School Board for approval</p>	<p>Martello, Cabinet</p> <p>Martello</p> <p>Polzin</p> <p>Polzin</p> <p>Polzin</p> <p>Polzin</p>
May 2026	<p>01: All employees being non-renewed or terminated will be notified in writing</p> <p>19: Board update of the FY26 Budget Tracking & FY27 Budget Projection Workshop</p> <p>19: Board Workshop For FY27 Budget during Finance Committee Meeting</p> <p>22: Human Resources update to campus leaders on hiring data</p>	<p>Polzin</p> <p>Martello</p> <p>Martello</p> <p>Polzin</p>
June 2026	<p>16: Board update of the FY 26 Budget Tracking & FY27 Budget Projection</p> <p>17: Adoption of FY27 Pay Salary Schedules and Employee Fringe Benefit Contributions</p> <p>19: Human Resources update to campus leaders on hiring data</p> <p>26: Final date to resign for contracted employees (Date will fluctuate based on 1st day of school/45 days prior to start of school)</p> <p>30: Review of Master schedules and personnel efficiency by campus</p>	<p>Martello</p> <p>Martello</p> <p>Polzin</p> <p>Polzin</p> <p>Post, Scott, Polzin, Neighbors</p>
July 2026	<p>25: Taxable Values received from County Appraisal District</p> <p>27: District New Teacher onboarding (TBD by Calendar Option Adopted)</p> <p>30: Present Proposed Budget, Approve Proposed Tax Rate, and Adopt date for Public Hearing on proposed Budget and Tax Rate *If Tax Prelim. Val's are not available, date occur in early Aug.*</p>	<p>Martello</p> <p>Polzin, Post, Scott</p> <p>Martello</p>
August 2026	<p>05: Board approval of proposed tax rate (If not completed on July 30th)</p> <p>08: Possible date for Publishing of Notice of Public Hearing</p> <p>14: Teacher names for Stipend Placement Due, Notification to Budget Managers: Approved stipends</p> <p>17: FY27 Final Budgets made available to the campuses and departments</p> <p>26: Public Hearing during Board meeting (Public Notice 10-30 days before hearing)</p> <p>26: Board approval of final tax rate and FY27 Budget Adoption, FY27 Stipends</p>	<p>Martello, Neighbors, BOT</p> <p>Martello</p> <p>Polzin</p> <p>Martello, Dochoda</p> <p>Martello, Neighbors, BOT</p> <p>Martello, BOT</p>
September 2026	<p>01: FY27 Budget Posted in Skyward campuses and departments</p> <p>14: HR reports staff counts and demographics to Cabinet</p>	<p>Martello, Dochoda</p> <p>Polzin</p>