

THREE RIVERS/JOSEPHINE COUNTY SCHOOL DISTRICT
Chronological Events - Budgeting in the 2023 – 2024 school year

July 1, 2023	Beginning of new fiscal year and term for newly elected Board members
July 15, 2023	Deadline to certify the tax levy to the county assessor (ED-50 and M-5)
July 15, 2023	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, 2023	Deadline to submit complete budget document to State Superintendent of Public Instruction and ESD superintendent. <i>ORS 326.310(4)</i>
August 15, 2023	Deadline for submission of the 2022-23 electronic budget to the Department of Education. <i>ORS 326.310(4)</i>
October 18, 2023	REGULAR BOARD MEETING
November 15, 2023	REGULAR BOARD MEETING Approve a budget calendar to guide administrative staff and district in compliance with local budget laws.
December 20, 2023	REGULAR BOARD MEETING
January 2, 2024	Deadline for 2022-2023 electronic Actual Revenues and Actual Expenditures to the Department of Education. <i>ORS 326.310(4)</i>
January 2, 2024	Last day to file the previous school year's audit with the Department of Education.
January 17, 2024	REGULAR BOARD MEETING
February 21, 2024	REGULAR BOARD MEETING;
March 13, 2024	REGULAR BOARD MEETING; Budget Officer presents biennium forecast.
April 17, 2024	REGULAR BOARD MEETING
April 15, 2024	The earliest date that the first NOTICE OF BUDGET COMMITTEE MEETING may be published in the newspaper and posting on the district website (not earlier than 30 days prior to the first meeting, nor later than five days before.)

Chronological Events - Budgeting for the 2023 – 2024 school year – continued

- May 15, 2024 4:30 PM - FIRST MEETING OF THE BUDGET COMMITTEE**
- Elect presiding officer. Budget committee may choose to elect an alternate presiding officer.
 - Presentation of budget message by the executive officer and the budget document by the budget officer.
 - Consider recommendations from citizens.
 - Announce the time and place of any following meetings.
(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. *ORS 294.401(9)*. Additional meetings not published in Budget committee notice must be advertised as notice of a meeting of the governing body. *ORS 294.406(2)* 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. *ORS 174.130*)
- May 15, 2024 REGULAR BOARD MEETING.
- May 21, 2024 SECOND MEETING OF THE BUDGET COMMITTEE – if needed**
- May 29, 2024 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 12, 2024 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 12, 2024 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, 2024 Deadline to certify the tax levy to the county assessors on form ED-50 and submit complete document to ODE.