

## Budget Calendar 2024-2025

ACTIVITY	RESPONSIBILITY	COMPLETION DATE
Courses developed	Superintendent, Admin Team	November/December
Prepare Budget Timeline	Executive Dir Business Services	January
Calendar to Board/Staff	Executive Dir Business Services	January 22 <sup>nd</sup> /23 <sup>rd</sup>
Budget Module open	Ascender	February 8
<b>Budget Process and Training-Principals And Budget Managers</b>	<b>Executive Dir Business Services</b>	<b>February 24</b>
<b>Board Training</b>	<b>Executive Dir Business Services</b>	<b>March 18</b>
(HR Calendar for FY 2024/2025 in Ascender	HR	March)
(Preliminary Tax Values from CCAD	Cooke County Appraisal District	April)
<b>Campus/Department Budgets completed</b>	<b>Principals/Directors/Budget Managers</b>	<b>March 29</b>
Complete Superintendent's review of Preliminary district budget, personnel Requirements, facility needs	Superintendent	April 26
<b>Work Session with Board</b>	<b>EDBS</b>	<b>May 13 Special Meeting</b>
Notice of Budget Adoption Published	EDBS	May 31
Certified Estimated Tax Values from CCAD	Cooke County Appraisal District	June
<b>Public Hearing on Proposed Budget Board Adopts Budget for 2024-2025 Final amendment to 2023-2024 Budget</b>	<b>Board</b>	<b>June 24 Meeting Change</b>
Certified Values from CCAD	Cooke County Appraisal District	July 25
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Publish "Notice of Public Meeting to Discuss Proposed Tax Rate"	District-Superintendent Office	July/August
Public Meeting on 2024-2025 Proposed Tax Rate Adopt Tax Rate	District-Superintendent Office	July/August